

**WYOMISSING AREA SCHOOL DISTRICT
630 EVANS AVENUE
WYOMISSING, PENNSYLVANIA 19610**

August 28, 2006

Regular Board Meeting
Community Board Room
7:30 p.m.

Our Mission

The Wyomissing Area School District, in partnership with parents and community, is committed to:

- *educate all students to their fullest potential*
- *provide all students with the opportunity to acquire the knowledge and skills to be successful in the 21st century*
- *encourage all students to be productive, responsible citizens and life-long learners.*

AGENDA

Board of School Directors

Daniel K. Snyder, Esq. President
Mrs. Joanne E. McCreedy, Vice President
Mr. Lawrence A. Fitzgerald, Treasurer
Jana R. Barnett, Esq.
Mr. David M. Deem
Mr. Randall E. Hinsey, Jr.
Mr. John A. Larkin
Mrs. Lynn T. Sakmann
Dr. Robert J. Shuttlesworth

Non Members

Mr. Arthur J. McDonnell, Board Secretary
Dr. Janet E. Kennedy, Assistant Superintendent
Dr. Shelly M. Riedel, Assistant Superintendent

Ex Officio Member

Dr. Helen H. Larson, Superintendent of Schools

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. INTRODUCTION OF NEW PROFESSIONAL STAFF MEMBERS
- IV. PRESENTATION ON WYOMISSING HILLS ELEMENTARY CENTER CLIMBING WALL
(M. BABIARZ)
- V. PUBLIC COMMENT ON AGENDA ITEMS/AUDIENCE RECOGNITION
- VI. INFORMATION ITEMS
 - A. Activities Account – July 2006
 - B. Food Services Statement – July 2006
 - C. Athletic Department Statement - July 2006

VII. RECOMMENDED ACTION

A. ROUTINE

1. Approve meeting minutes of the Board of School Directors as listed:

July 17, 2006	Work Session
July 24, 2006	Regular Business Meeting

2. Recommend the ratification of payment of properly approved vendor invoices for the General Fund and the 2003 G.O. Bond – August 2006.

B. CORRESPONDENCE

C. SUPERINTENDENT'S UPDATES

D. APPROVE SUPERINTENDENT'S REPORT

VIII. SCHOOL BOARD MEMBER REPORTS

A.	Berks Career & Technology Center	Mr. Snyder
B.	E.I.T. Board	Mrs. McCready
C.	Intermediate Unit Board	Mr. Snyder
D.	Legislative	Mr. Fitzgerald
E.	PSBA	Mr. Fitzgerald
F.	WAEF	Mrs. Sakmann
G.	Joint Boroughs/District Committee	Mr. Larkin, Dr. Shuttlesworth, Mr. Hinsey

IX. Next School Board meetings:

Wednesday, September 6, 2006
6:00 p.m., Special Meeting – Community Board Room

Monday, September 18, 2006
6:00 p.m., Work Session – Community Board Room

Monday, September 25, 2006
7:30 p.m., Regular Business Meeting – Community Board Room

X. OLD BUSINESS

XI. NEW BUSINESS

XII. PUBLIC COMMENT ON THE DISTRICT IN GENERAL

XIII. ADJOURNMENT

Superintendent's report prepared by:

Dr. Helen H. Larson	Superintendent
Diane J. Schaeffer	Executive Secretary to the Superintendent & Assistant Superintendents

From reports submitted by:

Dr. Janet E. Kennedy	Assistant Superintendent
Dr. Shelly M. Riedel	Assistant Superintendent
Arthur J. McDonnell	Director of Business Affairs
Dr. Karen M. Zerr	Director of Special Education
Mark D. Dawson	Director of Buildings and Grounds
Jennifer L. Motze	Director of Athletics
Corinne D. Mason	Assistant Director of Business Affairs
Christine M. Folk	Business Office Secretary, Payroll/Benefits
Karen L. Saul	Business Office Secretary, Personnel

SUPERINTENDENT'S REPORT

I. Personnel

A) EMPLOYEE

1. Approve Professional Staff Resignation – **Scott D. Schimpf**, Instrumental Music Teacher/Marching Band, effective August 3, 2006.
2. Approve Professional Staff Appointments –
 - a. **Cathryn Barra**, Long-Term Substitute Instrumental Music Teacher/Marching Band, effective August 15, 2006, for the 2006-07 school year, at B, Step 3, \$38,500, pending receipt of all necessary documents.

Background Information: Ms. Barra graduated from Duquesne University magna cum laude as a member of the honors curriculum. At Hudson Memorial School in New Hampshire, she instructed band class in grades 6 through 8. While there, she also worked for the Alvirine High School as Assistant Marching Instructor and Color Guard Supervisor. After moving to Prince George's County in Maryland, she taught band and strings at four elementary schools. She also performed for the Nashua Symphony Choral Society, the pit orchestra in two productions, and for the Prince George's County Teacher Jazz Band.

- b. **Jo Ellen Cobb**, Long-Term Substitute 5th Grade Teacher at West Reading Elementary Center effective August 17, 2006, for the 2006-07 school year, at B, Step 1, \$37,700, pending receipt of all necessary documents.

Background Information: Mrs. Cobb is a graduate of Friends University in Kansas with a B. S. in Elementary Education. She has five years' experience teaching second grade, first at Holy Savior Catholic Academy and then at Shawnee Mission School District in Kansas.

- c. **Amanda Johnson**, 1st Grade Teacher at Wyomissing Hills Elementary Center effective August 17, 2006, at B, Step 1, \$37,700, pending receipt of all necessary documents.

Background Information: Ms. Johnson is a recent graduate of Millersville University, earning certification in Elementary Education and Early Childhood Education. In addition to the various experiences through her college program, she has been a classroom aide in a preschool program and a camp director.

3. Approve Change in Professional Staff Appointment – **Carrie Thomas**, Long-Term Substitute Music Teacher at Wyomissing Hills Elementary Center, for the entire 2006-07 school year, not the 1st semester previously approved on June 19, 2006.

Background Information: Ms. Thomas was approved as a 1st semester substitute but will now be employed for the full school year due to the extension requested by the current teacher, Mrs. Main.

4. Approve Part-time Professional Staff Placements and Proration beginning 2006-07 –

a. Christine Helinek , Elementary Art	B, 5	.5	= \$20,725
b. Luci Schaeffer , Instructional Support	M, 2	.6	= \$24,600
c. Catherine Aurentz , Reading Recovery	M, 8	.5	= \$25,475
d. Mary Huesken , Elementary Strings	B+15, 4	.3	= \$12,375
e. Arlene Wagner , Family & Consumer Science	B+15, 8	.5	= \$24,775
f. Walter Wojcik , Secondary German	M, 6	.6	= \$27,930

This includes:

A prorated portion of the inservice days (ex. .5 = either 4 full days or 8 half-days). At the discretion of the building principal, the balance of inservice time, if attended, would result in a time card for hours to be paid as “work outside the contracted year.”

A prorated portion of:

- Sick days / Care of Immediate Family days (ex. .5 = 10 half-days)
- Personal days (ex. .5 = 1 half-day)
- Bereavement days

Full availability of tuition reimbursement

No Medical/Dental/Vision coverage

5. Approve Maternity/Child Rearing Leaves –

- a. **Shana C. Berg**, full-time teacher at West Reading Elementary Center, has requested a maternity/child rearing leave effective on or about August 25, 2006, until the beginning of the second semester 2007.
- b. **Melissa Siegfried**, full-time teacher at West Reading Elementary Center, has requested a maternity/child rearing leave effective on or about October 16, 2006, until the end of the 2006-07 school year.
- c. **Erika Homan**, full-time teacher at West Reading Elementary Center, has requested a maternity/child rearing leave effective, January 2, 2007, until the beginning of the 2007-08 school year.
- d. **Dawn Main**, full-time elementary music teacher, has requested an extension of unpaid leave for child rearing for the second semester of the 2006-07 school year.

6. Approve Support Teachers for New Professional Staff 2006-07 with a \$500 stipend –

<i>Support Teacher</i>	<i>Inductee</i>	<i>Assignment</i>
Sharon Luyben	Cathryn Barra	LTS Instrumental Music/Band
Nancy Boyer	Jo Ellen Cobb	LTS 5 th Grade
Carolyn Okla	Amanda Johnson	1 st Grade

7. Approve Work Outside the Contracted Year –

Crisanne Bansner, 4Sight Benchmark Assessment Initial 2 Day Training for New Users, not to exceed 12 hours, at the rate established in the teachers' contract.

Joelle Ostrich, 4Sight Benchmark Assessment Initial 2 Day Training for New Users, not to exceed 12 hours, at the rate established in the teachers' contract.

Laurie Balatgek, Follett Training, August 15 and August 16, 2006, not to exceed 12 hours, at the rate established in the teachers' contract.

Carol King, Follett Training, August 15 and August 16, 2006, not to exceed 12 hours, at the rate established in the teachers' contract.

Kara Les, Follett Training, August 15 and August 16, 2006, not to exceed 12 hours, at the rate established in the teachers' contract.

Ann Brugger, Follett Training, August 15 and August 16, 2006, not to exceed 12 hours, at the employee's current hourly rate.

Stephanie Nye, Follett Training, August 15 and August 16, 2006, not to exceed 12 hours, at the employee's current hourly rate.

Tania Sklepkovych, Follett Training, August 15 and August 16, 2006, not to exceed 12 hours, at the employee's current hourly rate.

Janice Varone, Follett Training, August 15 and August 16, 2006, not to exceed 12 hours, at the employee's current hourly rate.

Ellen Weaver, Follett Training, August 15 and August 16, 2006, not to exceed 12 hours, at the employee's current hourly rate.

Mary Muir, Compass Training, August 22, 2006, 2 hours, at the employee's current hourly rate.

Mary Muir, Evacutrac Training, August 24, 2006, 1.5 hours, at the employee's current hourly rate.

Kathy Robinson, Evacutrac Training, August 24, 2006, 1.5 hours, at the employee's current hourly rate.

Kim Bressler, Evacutrac Training, August 24, 2006, 1.5 hours, at the employee's current hourly rate.

Eve Pardo, Evacutrac Training, August 24, 2006, 1.5 hours, at the employee's current hourly rate.

Special Education Instructional Aides (30), Orientation to School Year, August 24, 2006, 1 hour per aide, at the employee's current hourly rate.

School-Year Support Staff, Opening Day, August 22, 2006, 3 hours per person, at the employee's current hourly rate.

Kristin Allen, Organization Tasks, August 9, 2006, 2 hours, at the rate established in the teachers' contract.

Jodi Wirebach, IEP/Excent Tera, July 18, 2006, 6 hours, at the rate established in the teacher's contract.

Melissa Siegfried, IEP/Excent Tera, July 18, 2006, 6 hours, at the rate established in the teacher's contract.

Jane Ney, IEP/Excent Tera, July 18, 2006, 6 hours, at the rate established in the teacher's contract.

Allison Hoofnagle, Induction I, August 18, 2006, 6 hours, at the rate established in the teacher's contract.

8. Approve Summer Individualized Education Program (IEP) Hours at the rate established in the teacher's contract –

Staci Futrick	6/27/06	3 hours
Staci Futrick	7/20/06	3 hours
Josie Brunner	7/20/06	3 hours
Jane Ney	prep	2 hours
Jane Ney	7/20/06	2 hours
Luci Schaeffer	7/20/06	2 hours
Tony Alvarez	8/10/06	1 hour
Tony Alvarez	prep	3 hours
Andrew Hoffert	6/15/06	2.45 hours
Matt Babiarz	8/11/06	1 hour

9. Approve contracted service with **Mary Rebecca Freymoyer** for the Spanish translation of cafeteria documents - \$335.
10. Approve Support Staff Resignations –
- Martin Fasig**, full-time 12-month second shift Custodian at the Jr./Sr. High School, effective August 2, 2006. Voluntary resignation based on Classified Employee Handbook. Employee never reported to work.
 - Lisha Rowe**, full-time Special Education Instructional Aide at the Jr./Sr. High School, effective August 18, 2006. Resignation date is prior to actual effective start date of August 22, 2006.
 - Giselle Clark**, full-time Special Education Instructional Aide at West Reading Elementary Center, effective August 7, 2006. Resignation date is prior to actual effective start date of August 22, 2006.
 - Susan Kreshon**, part-time Special Education Instructional Aide at the West Reading Elementary Center, effective August 4, 2006. Resignation date is prior to actual effective start date of August 22, 2006.
 - Irene Becker**, part-time Special Education Instructional Aide at Wyomissing Hills Elementary Center effective July 13, 2006.
 - Traci Wunsch**, part-time Teacher's Instructional Aide and Cafeteria Monitor at Wyomissing Hills Elementary Center effective August 12, 2006.

- g. **Ann Biechler**, full-time Special Education Instructional Aide at Wyomissing Hills Elementary Center, effective August 14, 2006.
 - h. **Carol Hattendorf**, part-time Teacher's Instructional Aide and part-time Cafeteria Monitor at Wyomissing Hills Elementary Center, effective August 15, 2006.
 - i. **Ann Lebengood**, secretary to the assistant principal at the Jr./Sr. High School, effective December 1, 2006.
 - j. **Evelyn M. Gechter**, part-time food service worker at the Jr./Sr. High School, effective September 30, 2006.
11. Approve Support Staff Appointments –
- a. **Anne Seltzer**, part-time Computer Lab Aide at the Jr./Sr. High School, not to exceed 34 hours per week at \$9.09 per hour, during the school year, effective August 22, 2006, pending receipt of all necessary documents.
 - b. **Jennifer Wolfe**, part-time Special Education Instructional Aide at West Reading Elementary Center for 32.5 hours per week at \$8.87 per hour, during the school year, effective August 22, 2006, pending receipt of all necessary documents.
 - c. **Kathleen Macbeth**, full-time Special Education Instructional Aide at Wyomissing Hills Elementary Center for 35 hours per week at \$8.87 per hour, during the school year, effective August 22, 2006, pending receipt of all necessary documents.
 - d. **Kelly Kilhullen**, part-time Teacher's Instructional Aide at Wyomissing Hills Elementary Center for 4.25 hours per day at \$8.87 per hour and part-time Cafeteria Monitor at Wyomissing Hills Elementary Center for 2 hours per day at \$7.42 per hour effective August 22, 2006., pending receipt of all necessary documents.
 - e. **Andrew Haas**, part-time Teacher's Instructional Aide at Wyomissing Hills Elementary Center for 4.25 hours per day at \$9.09 per hour and part-time Cafeteria Monitor at Wyomissing Hills Elementary Center for 2 hours per day at \$7.42 per hour effective August 22, 2006., pending receipt of all necessary documents.
 - f. **Renee Copeland**, full-time 12-month second shift Custodian at the Jr./Sr. High School for 8 hours per day at \$10.18 per hour, effective August 21, 2006, pending receipt of all necessary documents.
 - g. **Sylvia Kolesnik**, full-time 12-month second shift Custodian at the Jr./Sr. High School for 8 hours per day at \$11.50 per hour, effective August 21, 2006, pending receipt of all necessary documents.
 - h. **Scott Haga**, full-time 12-month second shift Custodian at the Jr./Sr. High School for 8 hours per day at \$10.18 per hour, effective September 5, 2006, pending receipt of all necessary documents.

12. Approve Support Staff Change in Hours –
 - a. **Barbara DeMoss, Jr./Sr.** High School Clerical Assistant, increase from 31.25 hours to 32 hours per week to cover additional responsibilities incorporated in the six-day cycle.
 - b. **Tetiana Sklepkovych**, Library Aide at West Reading Elementary Center, increase from 23.5 to 28.5 hours per week effective August 28, 2006.
13. Approve Unpaid Leave for Support Staff Member – **Kathleen Rohm**, Special Education Instructional Aide at Wyomissing Hills Elementary Center, from May 25, 2007, to the end of the school year, June 6, 2007.
14. Substitute list for professional/support staff.

II. Curriculum

- A) Approve field trip requests for 2006-07 for elementary, secondary and athletic groups.

III. Finance

- A) Approve student activity account for Class of 2012 with Mrs. Lindsay Rada as Class Advisor.
- B) Ratify contract for Wilson School District's Extended School Year Services effective June 27, 2006, to August 3, 2006, in the amount of \$1,500.
- C) Approve transportation agreement with Western Pennsylvania School for the Deaf (WPSD) to transport one secondary student at an annual cost of \$6,200.

Background information: Agreement with the WPSD to transport one secondary student, grade 9, (ID202654) from WPSD, 3820 Hartzdale Drive, Camp Hill, to WPSD, 300 E. Swissvale Ave., Pittsburgh, PA once a week, and from WPSD, Pittsburgh, to WPSD, Camp Hill, once a week at a maximum annual cost of \$6,200.

- D) Ratify transportation agreement with Goddard School.

Background information: Agreement with the Goddard School to transport one student from May 31, 2006, to July 4, 2006 (not to exceed 15 days) at \$35 per day, and two students from July 15, 2006, to August 15, 2006, (not to exceed 24 days) at \$50 per day.

- E) Approve tuition contract agreement with Opportunities School.

Background information: Agreement with Opportunities School in Birdsboro, PA, for one elementary student, ID202626, from September 1, 2006, to June 30, 2007, at a cost of \$2,500 per month.

- F) Approve transportation schedule for 2006-07.
- G) Approve school bus driver list for 2006-07 with the provision that additional names may be added or deleted at the discretion of the administration.

Background information: The contract between the Wyomissing Area School District and Gross School Bus Service, Inc., provides that the contractor shall annually submit to the school district for board approval, a list of bus drivers to be used that contract year in the school district.

- H) Approve security benefit flexible benefits resolution.

Background information: In accordance with the CBA, the District is entering into an agreement with Security Benefits to provide a Section 125 Flexible Spending Account option to all employees. The District will not incur any costs to implement and administer the Plan.

- I) Approve 2006 Berks Business Education Coalition membership - \$500.

- J) Approve Athletic Supply Bids –

Vendor	Amount	PO Number
Medco	\$3,953.07	#701193
Collins	<u>\$1,611.86</u>	#701192
TOTAL	\$5,564.93	

- K) Approve SAS inSchool, software program \$3,850.

Background information: We have used this program for two years courtesy of the Berks Business Education Coalition, and our teachers have been impressed by it. We are the top small school user in the county, and we have several teachers who are now acting as instructors for the BCIU.

IV. Facilities

V. School Activities & Athletics

- A) Approve Volunteer Coaches for 2006-07 school year –

Football

Al Silveri	Justin Moyer
Mike Mitchell, Jr.	Steve O'Neil
Steve Brunner	Andy Siggins
Chris Blickley	Todd Zechman

Field Hockey

Lynn Sakmann

- B) Approve Affiliation Agreement for **Daniel Giesen**, Athletic Trainer, to work as a Clinical Instructor with the Alvernia College Athletic Training Program. There is no stipend associated with this agreement.
- C) Approve Supplemental Activity Resignation – **Betsy Santoro**, Colophon Advisor and Colophon Business Manager effective the 2006-07 school year.
- D) Approve Supplemental Activity/Club Advisors for 2006-07 (list provided to Board members).

- E) Approve Supplemental Activity Payment to **David Martin**, for completion of the school calendar for 2006-07, \$2,027.
- F) Approve termination of **Lindsay Gardecki, Jr.** High School Field Hockey Assistant Coach. Employee failed to report to work at the beginning of the 2006-07 season.
- G) Approve resignation of **Jennifer Voelker, Jr.** High School Field Hockey Head Coach effective at the start of the 2006-07 school year.
- H) Approve Supplemental Athletic Appointments effective the 2006-07 school year:
 - 1. **Kami Fecho-Border**, Junior High Cheerleading Head Coach, 12.5 points, \$994.
 - 2. **Susan Hollinger**, Senior High Field Hockey Assistant Coach, 21.6 points, \$1,717.
 - 3. **Allison Hoofnagle**, Junior High Field Hockey Head Coach, 24 points, \$1,908.

VI. Technology

- A) Server room/IT area renovation bid presentation/discussion.

Background information: As discussed at the work session, we delayed the opening of the bids until August 28 to allow the interested bidders more time to prepare a bid. We had three contractors interested in bidding on the project. Mr. John Pryor, architect from Crabtree Rohrbaugh, will be in attendance to present the project bid results.

- B) Accept copier bid.

Background information: The evaluation of copier bids we received from seven companies has been slower than expected due to several issues needing clarification. We are attempting to have a recommendation for the August 28, 2006 meeting, but we may need to postpone approval to the next business meeting.

VII. Policy

VIII. Community Relations

IX. Other Items