

# WYOMISSING AREA SCHOOL DISTRICT

630 Evans Avenue  
Wyomissing, PA 19610

## *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 21<sup>st</sup> century*
- *encourage all students to be productive, responsible citizens and life-long learners.*

### Board of School Directors

Daniel K. Snyder, Esq. President  
Mrs. Joanne E. McCready, 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

## SCHOOL BOARD MEETING

Monday, September 25, 2006 – 7:30 P.M.  
Community Board Room

### OPENING

- I. Call to Order – Mr. Daniel K. Snyder, Board President, Presiding
- II. Pledge of Allegiance to the Flag
- III. Roll Call
- IV. Welcome to Visitors

### ANNOUNCEMENT OF MEETINGS

- Executive Session for personnel reasons was held at the beginning of the September 18, 2006, Work Session.
- Work Session – Monday, October 16, 2006, 6:00 p.m.
- Regular Board Meeting – Monday, October 23, 2006, 7:30 p.m.

### PRESENTATIONS

- None

### PUBLIC COMMENT ON AGENDA ITEMS

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September 25, 2006 Board Agenda

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**BOARD LIAISON REPORTS/ADDITIONAL MEETING REPORTS**

- Personnel – Mr. Larkin/Mr. Fitzgerald
- Curriculum – Mrs. Sakmann
- Finance – Dr. Shuttlesworth/Mr. Larkin
- Facilities – Mr. Deem/Mr. Hinsey
- Athletics – Mrs. McCready
- Technology – Mrs. Sakmann/Mr. Fitzgerald
- Policy – Mrs. Barnett
- Berks Career & Technology Center – Mr. Snyder
- Berks County Intermediate Unit – Mr. Snyder
- Earned Income Tax – Mrs. McCready
- Legislative/PSBA – Mr. Fitzgerald
- Wyomissing Area Education Foundation – Mrs. Sakmann
- Joint Boroughs/District – Mr. Larkin/Dr. Shuttlesworth/Mr. Hinsey

**MINUTES**

- I. Approve Board Meeting Minutes
  - Minutes of August 21, 2006 Board Work Session
  - Minutes of August 28, 2006 Board Meeting
  - Minutes of September 6, 2006 Special Board Meeting

**BOARD MOTION**

*Move that the Board of School Directors approve the minutes of the above-listed meetings.*

**PERSONNEL**

- I. September 2006 Personnel Report and Addendum (Board Enclosure)

**BOARD MOTION**

*Move that the Board of School Directors approve the Personnel Report and Addendum items.*

**CURRICULUM**

- I. Adopt secondary planned courses written and revised since July 1, 2006. (Work session enclosure.)

**BOARD MOTION**

*Move that the Board of School Directors approve the Curriculum items.*

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**FINANCE/BUSINESS OFFICE**

- I. Approve Financial Reports–August 2006 that are included in the official minute book and provided to Board members.
- II. Approve 2005 Exonerations for West Reading Borough in the amount of \$2,760.
- III. Accept Federal Program Grant Monies –
  - Title I - \$210,132
  - Title IIA - \$41,551
  - Title V - \$1,761

**BOARD MOTION**

*Move that the Board of School Directors approve the Finance/Business Office items.*

**FACILITIES**

- I. Update on football field.

**SUPERINTENDENT’S OFFICE**

- I. Approve Auditorium Production Coordinator Position at a salary of \$2,500
- II. Approve Settlement Agreement covering legal fees for one elementary student, ID#201503, effective September 25, 2006
- III. Approve Resolution for an additional assistant principal at the Jr./Sr. High School

*Background Information:*

*The recent vacancy for the position of High School Dean led to a review of the high school’s administrative team, the nature of its responsibilities, student enrollment, breadth of programming, and need for instructional leadership. In addition, the type and number of candidates attracted to a Dean’s position was considered. The administration determined that creating a second assistant principal’s position at the high school would compliment the leadership associated with highly effective high schools and attract candidates with qualifications more suitable for the leadership of such high schools.*

- IV. Approve an Employee Assistance Program (EAP)

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- V. Ratify Homebound Instruction for one secondary student, ID #203163 for a maximum of 5 hours per week, effective September 1, 2006, for approximately two months.

**BOARD MOTION**

*Move that the Board of School Directors approve the Superintendent's Office Report items.*

**ADMINISTRATIVE REPORTS**

- I. Treasurer's Report and Tax Collector's Report

**NEW BUSINESS**

**PUBLIC PARTICIPATION**

- Recognition of Visitors  
*The Board welcomes comments on any school subject.  
Speakers are requested to identify themselves by name and address.*

**ADJOURNMENT**

**EXECUTIVE SESSION (IF NEEDED)**

Wyomissing Area School District  
Personnel Report  
September 25, 2006 Board Meeting

- I. Ratify 80 additional hours at the minimum wage for **Scott Matz**, summer technology helper.
- II. Approve work outside the contracted year – **Glen Johnston**, gifted planning, July 6, 2006, 6 hours at the rate established in the teachers' contract and Excent Tera Training, June 13 & 14, 2006, not to exceed 12 hours, at the rate established in the teachers' contract.
- III. Approve additional hours for six support staff employees to attend CPR and first-aid training on October 9, 2006, at the Reading Hospital for a maximum of 6 hours each at their approved hourly rate – **Marie Minnich, Sharon Riegel, Mary Lieberman, Eve Pardo, Hilary Decker and Kathy Schweitzer**.
- IV. Ratify support staff appointments –
  - a. **Antoinette Miccicke**, van driver, \$12.30 per hour effective September 5, 2006, pending receipt of all necessary documents.
  - b. **Lisa Schell**, part-time food service worker, at Wyomissing Hills Elementary Center, 3.5 hours per day at \$8.24 per hour during the school year, effective September 15, 2006, pending receipt of all necessary documents.
- V. Ratify Support Staff Resignation – **Melissa Pease**, Special Education Aide at Wyomissing Hills Elementary Center, effective September 22, 2006.
- VI. Approve Professional Staff Appointment – **Patricia Carfagno**, LTS teacher at West Reading Elementary Center, beginning approximately mid-October thru June 2006, B, step 1, \$37.700 prorated, pending receipt of all necessary documents.

*Background Information: Mrs. Carfagno has a B.S. degree from Immaculata College. She is currently employed as a daily substitute in the district and will assume Missy Siegfried's position when she begins her family and medical leave.*
- VII. Ratify Homebound Instructors – **Kathy Kampe and Rita Smith**, to provide homebound instruction for one secondary student, ID #203163, for a maximum of 5 hours per week, effective September 1, 2006, for approximately two months, at the approved contract rate.
- VIII. Ratify Supplemental Athletic Appointments –
  - a. **Susan J. Hollinger**, Senior High field hockey assistant coach, 21.6 points, prorated for 50 days, \$1,590, effective August 18, 2006 (4 days after the season start).
  - b. **Angela M. Nagle, Jr.** High field hockey assistant coach, 14.4 points, \$1,145 effective August 29, 2006.
- IX. Approve Supplemental Activity Resignation – **Michael Miller** as co-advisor of the Senior High Art Club.

- X. Approve Supplemental Activity Appointment – **Laura Henssler**, advisor to the Senior High Art Club, 20.5 points, \$1,630, effective the 2006-07 school year.
- XI. Approve payment for curriculum writing at the rate established in the teachers' contract per the list to be included as part of the official minutes and provided to the Board.
- XII. Approve PSAT/SAT Tutorial Instructors for fall 2006 –
  - a. **Joan Mathews**, Verbal Instructor, \$30.50 per hour for a maximum of 10 hours beginning September 2006.
  - b. **Christine Orzechowski**, Verbal Instructor, \$30.50 per hour for a maximum of 10 hours beginning September 2006.
  - c. **Nathaniel Miller**, Math Instructor, \$30.50 per hour for a maximum of 20 hours beginning September 2006.

*Background Information: The SAT test will take place on October 14, 2006, and the PSAT test will take place on October 21, 2006. The number of teachers and sessions 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.*

Wyomissing Area School District  
Addendum to Personnel Report  
September 25, 2006 Board Meeting

- I. Approve Administrative Staff Retirement – **Dr. Janet E. Kennedy**, Assistant Superintendent for District Services/Elementary Education, effective at the end of her current contract at the end of June 2007 (exact date to be determined).
- II. Ratify Support Staff Appointment – **Janeen Ebert**, food service worker, at the Jr./Sr. High School, 4 hours per day during the school year, at \$8.44 per hour, effective September 20, 2006.
- III. Approve Supplemental Athletic Appointment – **Christopher D. Miller**, Varsity Boys' Basketball Head Coach, 55.5 points, \$4,492, effective the 2006-07 school year.
- IV. Approve Position Guide – Auditorium Production Coordinator.
- V. Approve Work Outside the Contracted Year – **Sal Ferrarello**, 6 hours at Induction II on August 16, 2006, at the rate established in the teachers' contract.
- VI. Approve District volunteer list.
- VII. Approve substitute list for professional and support staff.