

WYOMISSING AREA SCHOOL DISTRICT 2009-4005

Minutes April 27, 2009

The regular meeting of the Board of School Directors convened at 7:02 p.m. in the Community Board Room of the Jr./Sr. High School with Mr. Larkin, Board President, presiding.

PLEDGE OF ALLEGIANCE

Following the pledge, the secretary called the roll of Board members.

Board Members Present: Mr. Althouse, Mrs. Barnett, Mrs. Davis, Mr. Hinsey, Mr. Portner, Mrs. Sakmann and Mr. Larkin.

Board Members Absent: Mr. Fitzgerald and Mrs. McCready

Administrative Staff Present: Mr. Robbins, Dr. Pulkowski, Mrs. Mason and Mr. Fries

Attendees: Mr. Boland, Kozloff Stoudt; Darrin Youker, Reading Eagle; and Diane Schaeffer, recording secretary. Audience sign-in sheet included as part of these official minutes.

WELCOME

President Larkin welcomed everyone and asked if anyone would be recording the meeting. No one indicated an intention to record. The May meeting schedule was noted as follows:

MEETING ANNOUNCEMENTS

- May 11, 2009 – Personnel/Policy Committee – 5:00 p.m.
- May 11, 2009 – Finance/Facilities Committee – Following Personnel/Policy Meeting
- May 26, 2009 – Curriculum/Technology Committee – 5:00 p.m.
- May 26, 2009 – School Board Meeting – 7:00 p.m.

All listed meetings will be held in the Community Board Room at the Jr./Sr. High School.

SUPERINTENDENT COMMENTS

Mr. Robbins addressed the following agenda items:

The resignation of Mrs. Jamie Whye is the District's loss and her love for the District is well known. He noted that every position that becomes available will be assessed in view of programming and economics and he hopes to make a recommendation as to the type of replacement to the Personnel Committee in May.

The proposed final budget will sit on public display for 20 days. The Board has until June to pass the budget but it is being presented tonight for May adoption. There will be changes between the budget presented this evening and final adoption in May.

Mr. Boland put together a report on Berkshire Heights, Wyomissing Borough, Spring Township, Wyomissing School District and Spring

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Township School District. There are two separate issues. The State Board rejected Wyomissing's deal to annex that piece of property and there was no stipulation that it would be reviewed at a later date. Mr. Robbins thanked Mr. Boland for doing the homework.

PUBLIC COMMENT ON AGENDA ITEMS

Mr. Larkin announced that an executive session for personnel was held prior to the meeting and no action was taken.

The floor was open for public comments on the agenda items.

An audience member asked if a professional staff member leaves the district within a year of receiving tuition for coursework, must the tuition be repaid to the District. Mr. Larkin stated that he was correct.

A resident wanted to know where the money would come from for roof repairs. Mrs. Mason responded either capital reserve or future borrowing.

Mr. Robbins stated that Mrs. Mason will have a presentation on the budget later during the meeting.

A resident asked if library books were given away recently. Dr. Pulkowski noted that books were weeded from the Hills collection and put up for sale and then donated to CMTM Ministries.

A resident asked why the \$5 million bond offering for roof repairs wasn't rolled into the earlier refinancing. Mr. Boland explained the timing on the closing of the bond issue and why that was not possible.

A resident noted he submitted a right-to-know request on the Berkshire Heights annex, and Mr. Robbins said he would provide a copy of the completed report.

A statement was read by a member of the West Reading faculty noting the need to have an administrator on site and why Mrs. Whye must be replaced. It was also noted by someone that progress has been made in curriculum and without an administrator it may not be continued. Additional comments on the need for a principal were made and the rumors of having a "head teacher."

Mr. Larkin noted that it was never the intent not to have someone in charge. Mr. Robbins noted that the resignation of the principal is on the agenda and discussion on filling the position is premature until all options can be considered.

A resident expressed concern about the National Honor Society advisor

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position and the accompanying stipend. He felt the principals should be taking on some of the responsibilities.

Mr. Robbins explained that Honor Society guidelines would not allow principals to assume the responsibility and the majority of the work has been done by secretaries.

A resident asked if the high school history teacher that is retiring would be replaced.

Mr. Larkin and Mr. Robbins stated that they had not received notification of a history teacher's retirement.

Someone questioned if the Assistant Superintendent could be placed at the elementary building.

A resident asked whose signature appeared on the annex document. Mr. Robbins answered that it was K. W. Geiss, County Superintendent of Schools.

A resident who attended the last budget meeting asked if the budget reflects the changes. Mrs. Mason said the budget transfers were not reflected at this time.

APPROVED MEETING MINUTES

Upon motion by Mrs. Davis, seconded by Mr. Portner, the minutes of the March 23, 2009 Board meeting were approved.

Yeas: Althouse, Barnett, Davis, Hinsey, Portner, Sakmann, and Larkin.

Nays: None. Motion carried.

FINANCE/ FACILITIES

Mrs. Mason provided information on the proposed final general budget for 2009-10 using a Powerpoint presentation.

Mrs. Helm commented that they did a great job on the expenditure side.

Mr. Robbins added these additional comments regarding the budget:

At the prior month's meeting, the Board indicated that they wanted to keep the PSERS rate higher than the state's proposal of 4.78%. Currently it is in the proposed budget at 7.5% and he recommends a change down to 6.5%; however, he indicated that this would continue to be assessed until final budget approval.

Mr. Robbins is recommending that the Board designate \$300,000 of the fund balance towards future PSERS contributions and he also recommends that to help balance the 2009-10 budget they take \$300,000

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from the fund balance. Therefore, his current recommendation is an increase of .766 mills for the 2009-10 budget.

Upon motion by Mrs. Barnett and seconded by Mrs. Sakmann the following Finance/Facilities items were approved:

APPROVED FINANCIAL REPORTS

Approved Financial reports for March 2009 are included as part of these official minutes.

APPROVED PAYMENT OF INVOICES

Approved payment of properly approved vendor invoices for the General Fund, Athletic Fund, Food Service Fund, and Capital Reserve Fund.

APPROVED JOINT PURCHASING BID

Approved bids for classroom supplies as follows:

The Art Store Inc	\$1,460.82
Cascade School	236.54
Commercial Art Supply	.89
ETA Cuisenaire	52.20
Hammond & Stephens	8.95
Kurtz Bros	7,155.15
Nat'l Art & School	86.56
Office Basics	3,083.34
Phillips Supply	292.30
Pyramid School Prod	2,729.24
Quill Corp	653.12
School Specialty	668.45
Standard Stationery	<u>1,081.47</u>
Total	\$17,509.03

APPROVED DAVID M. MAINES ASSOC. – ROOF REPLACEMENT

Approved David M. Maines Associates, Inc. to do roof replacement at the Wyomissing Hills Elementary Center and the Junior/Senior High School as per bid totaling \$988,972.

APPOINTED REPRESENTATIVE TO TAX COLLECTION COMMITTEE

Appointed Corinne D. Mason, representative for the Wyomissing Area School District to serve on the tax collection committee for Berks County as per Act 32 of 2008.

AUTHORIZED PLACEMENT OF COMPUTER ORDER

Authorized placement of order for computers for the 2009-10 fiscal year prior to the close of the 2008-09 fiscal year.

Background Information: These computers are a part of the 2009-10 budget. The request is being made so the Technology Department can receive the computers around the time school closes and be able to have them converted and set up for the teacher trainings to be held over the summer months.

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Yeas: Althouse, Barnett, Davis, Hinsey, Portner, Sakmann, and Larkin.

Nays: None. Motion carried.

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

1000 Instruction	\$15,084,596
2000 Supporting Services	9,389,273
3000 Operation of Non-Instructional Services	212,522
4000 Facilities, Acquisition & Construction	-0-
5000 Financing Uses.....	4,774,809
TOTAL GENERAL BUDGET EXPENSES	\$29,461,200

and that the Board re-enact the following local taxes for the 2009-2010 school year:

1. Real Estate Tax27.1725 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 Borough5%
 - West Reading Borough..... .5%

The budget includes all staff positions and salaries, and requires a .766 mill tax increase.

The budget does not include any of the Federal stimulus money.

ADOPTED PROPOSED
FINAL GENERAL
FUND BUDGET FOR
2009-10

A motion was made by Mrs. Barnett and seconded by Mr. Hinsey to approve the proposed final General Fund budget for 2009-10 as presented.

Yeas: Althouse, Barnett, Davis, Hinsey, Portner, Sakmann, and Larkin.

Nays: None. Motion carried.

**CURRICULUM/
TECHNOLOGY**

No agenda items.

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PERSONNEL/POLICY

Upon motion by Mrs. Barnett and seconded by Mrs. Sakmann the following Personnel/Policy items were approved/ratified:

APPROVED
ADMINISTRATIVE
RESIGNATION

Accepted, with regret, the resignation of **Jamie Whye**, West Reading Elementary Center Principal, date to be determined by mutual agreement.

RATIFIED AFTER-
SCHOOL PROGRAM
INSTRUCTORS AT
WREC

Ratified After-School Support Program Instructors at West Reading Elementary Center for instruction in reading or math, for an amount not to exceed a combined total of 40 hours, effective February 17, 2009 through March 12, 2009, at \$31.50/hr. Any PA Certified teacher may serve as an after-school program instructor at \$31.50/hr.

Bridgette Rothermel - 5th and 6th grade reading
Jill Kuhn - 5th and 6th grade math

APPROVED NEW
PROFESSIONAL
POSITION

Approved new position for Autistic Support Teacher at the JSHS, effective for the 2009-10 school year.

Background Information: This position is required due to the need to open a new classroom to accommodate the students that are changing grade levels from elementary to secondary.

APPROVED/RATIFIED
FMLA LEAVES

Approved/ratified FMLA leaves:

Jody Maryniak, Speech and Language Pathologist, a family and medical leave of absence and child rearing leave, effective on or about September 14, 2009, returning for the 2010-11 school year.

Meghan Haas, Athletic Trainer, a family and medical leave of absence, effective April 2, 2009 for approximately 6 to 8 weeks.

APPROVED/RATIFIED
UNPAID LEAVES

Approved/ratified unpaid leaves:

Mary Thacker, Full-time Special Education Instructional Aide at JSHS, unpaid leave May 11-13, 2009.

Linda Long, Part-time Teacher's Instructional Aide at WHEC, unpaid leave April 30, 2009 and May 1, 4, and 5, 2009.

Jennifer Noll, Full-Time Receptionist/Monitor at WHEC, unpaid leave April 14-16, 2009.

Tetiana Sklepkovych, Part-time Library Aide at WREC, unpaid leave March 16-18, 2009.

APPROVED
CONTRACTED SUB.
ATHLETIC TRAINER

Approved contracted Substitute Athletic Trainer Coverage, effective April 2, 2009 for approximately 6 to 8 weeks, for an amount not to exceed 65 hours, \$45/hr.

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Background Information: Contract from Comprehensive Athletic Treatment Center for the duration of an FMLA Leave.

APPROVED
SUPPLEMENTAL
ACTIVITY ADVISOR
POSITION

Approved Supplemental Activity Advisor Position -National Junior Honor Society/National Honor Society Advisor, 21.5 base points, \$1,795, effective at the beginning of the 2009-10 school year.

APPROVED
SUPPLEMENTAL
POSITION GUIDE

Approved Supplemental Activity Advisor Position Guide - National Junior Honor Society/National Honor Society Advisor.

APPROVED PT
ENERGY EDUCATOR
MANAGER

Approved Part-time Energy Educator/Manager for 2009-10, **Chris Nugent**, at an annual stipend of \$21,013 for the 2009-10 fiscal year.

Background Information: The stipend is the result of energy saving measures guaranteed by Energy Education. The actual revenue from the stipend is the savings realized by implementing Energy Educator's energy savings measures. If the savings fall short of \$21,013 Energy Educator pays the District the difference as per the contract.

APPROVED
VOLUNTEER LIST
ADDITIONS

Approved additions to the District volunteer list. List included as part of these official minutes.

APPROVED
ADDITIONS/
DELETIONS TO THE
SUBSTITUTE LIST

Approved additions/deletions to District substitute list. List included as part of these official minutes.

APPROVED
ADOPTION/SECOND
READING OF
POLICIES &
PROCEDURES

Adopted Revised Policies –
324 Personnel Files (K. Garman); 324-AR
335 FMLA (K. Garman); 335-AR, 335-AR-2
424 Personnel Files (K. Garman); 424-AR; 424-AR-1
435 FMLA (K. Garman); 435-AR, 435-AR-2
524 Personnel Files (K. Garman); 524-AR
535 FMLA (K. Garman); 535-AR, 535-AR-2

APPROVED FIRST
READING OF POLICY

Approved first reading of Revised Policy 108 Adoption of Textbooks

Yeas: Althouse, Barnett, Davis, Hinsey, Portner, Sakmann, and Larkin.

Nays: None. Motion carried.

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SUPERINTENDENT'S OFFICE

APPROVED 2008-09 SCHOOL CALENDAR ADJUSTMENT

Upon motion by Mr. Hinsey, seconded by Mrs. Barnett, the Board approved the adjustment to the 2008-09 school calendar.

Background Information: School was closed on January 28 and March 2, 2009, and the calendar will be adjusted to indicate the last student day as June 9 and the last .5 teacher inservice day for 08-09 as June 10, 2009.

Yeas: Althouse, Barnett, Davis, Hinsey, Portner, Sakmann, and Larkin.

Nays: None. Motion carried.

ADMINISTRATIVE REPORTS

The Treasurer's Report is included as part of these official minutes.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Robbins commented that a health update will be placed on the web site in the next day or two concerning the flu.

Mr. Hinsey thanked Brian Gall and the technology staff for their work with the WAEF to host last Tuesday's technology fair.

PUBLIC COMMENT

A resident noted that the former West Reading Fire Company building is for sale again.

A resident asked for information on the recent "lock down" that occurred at the high school.

Mr. Robbins expressed thanks to the borough police department for arranging to have a K9 unit come in to help perform the drill which took approximately 20 minutes.

A resident asked about charging to use the weight room facilities that was discussed at an earlier meeting. Mr. Larkin responded that it is still under review. Mr. Robbins indicated that discussion of the facilities review will be on the May agenda.

Two residents asked how the District was advertising the upcoming meet the school board candidate event.

Mr. Robbins explained that the event was a PTA function and they would handle all aspects of the event.

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Mrs. Waxler provided information on the playground project currently undertaken by community volunteers to raise funds to replace equipment at the West Reading Elementary Center. To date over \$20,000 has been raised. Information can be viewed at www.wrecplayground.org.

A resident noted there has not been much change in the administrative costs and questioned what thought has been given to consolidating. Mr. Robbins noted that contract issues must be considered.

A resident asked what contracted services were included in the increase. Mrs. Mason responded that she can provide a list if provided with an e-mail address.

ADJOURNMENT

A motion was made by Mr. Larkin, seconded by Mrs. Barnett to adjourn at 8:19 p.m. Mr. Larkin noted that the Board would go into executive session to discuss personnel matters.

Corinne D. Mason
Board Secretary

