

WYOMISSING AREA SCHOOL DISTRICT 2009-4068

Minutes November 23, 2009

The regular meeting of the Board of School Directors convened at 7:00 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 of allegiance, Mr. Larkin asked if anyone would be recording the meeting. No one indicated the intent to record. Mr. Larkin announced an executive session was held just prior to this meeting to discuss personnel issues.

Board Members Present:

Mr. Althouse, Mrs. Barnett, Mrs. Davis, Mr. Fitzgerald, Mr. Hinsey, Mrs. McCready, Mr. Portner, Mrs. Sakmann and Mr. Larkin.

Administrative Staff Present:

Mr. Robbins and Mrs. Mason.

Attendees:

Mr. D. Becker, Kozloff Stoudt; Darrin Youker, 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, Mr. Larkin announced the December meeting date as follows:

- December 7, 2009 – Reorganization – 6:00 p.m.

The meeting will be held in the Community Board Room at the Jr./Sr. High School.

PRESENTATION

Mr. Larkin read the resolutions honoring the retiring board members: Kurt Althouse, Esq., Jana R. Barnett, Esq., Randall E. Hinsey, Jr., and Joanne E. McCready. Each was presented with a plaque and a gold card for complimentary admission to all District events as a token of appreciation for their service. Copies of the resolutions are included as part of these official minutes.

PUBLIC COMMENT

Several audience members expressed their appreciation for the service of the retiring board members.

Mr. Murray requested that if the five remaining members of the Board were not in total agreement, constituting a majority vote, with the selection of the architect that consideration be given to delaying the approval until the new Board is seated.

In response to Mr. Mitchell's question, Mr. Robbins said that the two athletic trainers are the only employees included in the Non-Supervisory Personnel Group. This category was established because these individuals do not fall into any other staff category.

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APPROVED MEETING MINUTES

Upon motion by Mr. Hinsey, second by Mrs. McCready, the minutes of the October 26, 2009 Board meeting were approved.

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

Nays: None. Motion carried.

FINANCE/ FACILITIES

Mr. Althouse requested an explanation on the rationale for changing to Fulton Bank (Item VII.). Mrs. Mason explained that our agreement with Sovereign Bank was expiring. She voiced her displeasure with their inability to provide the automated services we requested and they did not respond to our request for bid. We currently have our lock box with Fulton Bank and we would like to consolidate our services. Mr. Fitzgerald asked if we are obligated to a specified term with Fulton Bank. Mrs. Mason responded that she was able to convince them to waive a specified term because none of the other banks required a specified term of agreement in their proposals.

Mr. Becker commented on the addendum which is a resolution to settle on the assessment appeal on the Cambridge Commons property. Mr. Lillis of Kozloff Stoudt who represented the District recommended accepting the settlement because it is the best we could hope for. Mrs. Mason explained that the settlement would represent a tax revenue loss of \$2,800 in a refund this year and \$8,900 next year.

Item IX. Approval of the architect was removed from the agenda.

Upon motion by Mrs. McCready and second by Mr. Fitzgerald, the following Finance/Facilities items and addendum were approved:

APPROVED FINANCIAL REPORTS

Approved Financial reports for October 2009; copies included as part of these official minutes.

APPROVED PAYMENT OF INVOICES

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

APPROVED BUDGET TRANSFERS

Approved budget transfers in the amount of \$286,048.

APPROVED BCIU JOINT PURCHASE BIDS

Approved BCIU joint purchase bids for copy paper as follows:

Lindenmeyr Munroe Paper	\$ 410.00
RIS Paper Company	<u>\$10,232.60</u>
	\$10,642.60

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APPROVED TUITION AGREEMENT

Approved the tuition agreement with Opportunities School for 2009-10 for one elementary student, ID 202900, for a total amount of \$26,000. This is a budgeted item for 2009-10.

APPROVED AUDIT REPORT

Approved the 2008-09 Audit report and \$990,008 as designated fund balance.

APPROVED FULTON BANK FOR BANKING SERVICES

Approved Fulton Bank for banking services.

Background Information: On October 28, 2009, request for proposals were opened that had been submitted by five banks for complete banking services as well as lockbox services for the District. As a total package, Fulton Bank met the District's needs for the lowest total cost. Their services will also allow the Business Office to become more efficient in using some of their automated services that we currently have to do manually with our current provider.

APPROVED DISTRICT-WIDE FEASIBILITY STUDY UPDATE

Approved District-Wide Feasibility Study Update.

APPROVED ADDENDUM

Approved Resolution No. 11-23-09-01 – Settlement on assessment appeal filed by Penn Street, LP, related to property located at 715 Cambridge Avenue, commonly referred to as Cambridge Commons. Parcel #96-4396-11-55-6273 is currently assessed at \$4,900,000 down to \$4,796,100 for tax year 2009 and then further decreased for tax year 2010 to \$4,569,750.

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

Nays: None. Motion carried.

CURRICULUM/ TECHNOLOGY

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

APPROVED SCHOOL IMPROVEMENT PLAN

Approved the JSHS School Improvement Plan.

APPROVED APPLICATION FOR GRANT

Granted permission to apply for an additional REMS Grant of \$100,000.

APPROVED FIELD TRIP REQUEST

Approved field trip request – Spanish Trip to New York City on February 18, 2010.

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

Nays: None. Motion carried.

PERSONNEL/POLICY

A motion was made by Mrs. McCready and seconded by Mr. Hinsey to approve the personnel and policy agenda items.

Mrs. Barnett requested that Janice Varone's name be added to the approval of substitutes (Item XV.) pending receipt of documentation.

Mrs. Barnett requested that the first reading of policies 202 and 913 (Item XXII.) be tabled for continuity in the review process until the new Board is seated.

Mrs. McCready and Mr. Hinsey accepted Mrs. Barnett's recommended amendments as part of their motion and the following personnel and policy agenda items were approved:

APPROVED
ADMINISTRATIVE
RESIGNATION

Approved Administrative Resignation – **Brian A. Gall**, Director of Technology & Curriculum Integration, effective November 30, 2009.

RATIFIED SUPPORT
STAFF RESIGNATION

Ratified Support Staff Resignation – **Marilyn Carlson**, Full-time Special Education Instructional Aide at the JSHS, effective October 23, 2009.

APPROVED SUPPORT
STAFF APPOINTMENT

Approved Support Staff Appointment – **Corrine Suloff**, Full-time Special Education Instructional Aide at the JSHS, 7 hrs./day, \$12.00/hr., effective December 1, 2009, pending receipt of necessary documentation. Ms. Suloff is replacing Marilyn Carlson.

APPROVED SALARY
INCREASE

Approved Salary Increase of two percent for **Daniel Giesen**, Athletic Trainer, effective August 1, 2009.

APPROVED
EXTENSION OF THE
NON-SUPERVISORY
PERSONNEL GROUP
COMPENSATION
PLAN

Approved Extension of the Non-Supervisory Personnel group Compensation Plan to June 30, 2011. There are no changes to the current plan.

APPROVED FMLA
LEAVE

Approved a family and medical leave of absence for **Diane Schaeffer**, Administrative Assistant to the Superintendent, effective November 23, 2009 for approximately 4-6 weeks.

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RATIFIED CHANGE IN
EFFECTIVE DATE
FOR FMLA/CHILD
REARING LEAVE

Ratified a change in effective date for FMLA/Child Rearing Leave for **Dana Lloyd**, English Teacher at the JSHS. She began her leave on November 23, 2009.

APPROVED
EXTENSION TO
CHILD REARING
LEAVE

Approved Extension to Child Rearing Leave for **Mariel E. Jordan**, secondary English teacher at the JSHS, from the end of the first semester of the 2009-10 school year to the end of the 2009-10 school year.

APPROVED
EXTENSION OF
LONG-TERM
SUBSTITUTE

Approved Extension of Long-Term Substitute – **Jonathan Gerber**, Long-Term Substitute Teacher at the JSHS, from the end of the first semester of the 2009-10 school year to the end of the 2009-10 school year. Mr. Gerber is replacing Mariel Jordan for the second semester of the 2009-10 school year.

APPROVED SUPPORT
TEACHER

Approved Support Teacher – **Andrea Landrum**, support teacher for Jonathan Gerber for the second semester of the 2009-10 at a stipend of \$250.

APPROVED/RATIFIED
SUPPORT STAFF
UNPAID LEAVE
REQUESTS

Approved/Ratified Support Staff Unpaid Leave Requests –

- a. **Annemarie Melcher**, Part-time Teacher's Instructional Aide at WHEC, unpaid leave from October 28-30, 2009.
- b. **Sheilah Nestro**, Part-time Crossing Guard at WREC, unpaid leave from November 9-16, 2009.
- c. **Megan Phillips**, Part-time Special Education Instructional Aide at the JSHS, unpaid leave from January 21-25, 2010.
- d. **Lisa Lamp**, Part-time Food Service Worker at the JSHS, unpaid leave from October 8-23, 2009.
- e. **Susie Froehlich**, Full-time Special Education Instructional Aide at the JSHS, unpaid leave from November 6 - December 1, 2009.
- f. **Vernon Levengood**, Part-time Food Service Worker at WHEC, unpaid leave November 3-5, 2009.
- g. **Wendy Brent**, Part-time Food Service Worker at the JSHS, unpaid leave November 12-23, 2009.
- h. **Jeffrey Krick**, Part-time Food Service Worker at the JSHS, unpaid leave December 21-23, 2009.

RATIFIED CHANGE
TO SUPPORT STAFF
UNPAID LEAVE
REQUEST

Ratified Change to Support Staff Unpaid Leave Request – **Suzanne Herbst**, Part-time Food Service Worker at WHEC, change unpaid leave from October 13-16, 2009 to October 14-27, 2009.

Background Information: Ms. Herbst's original request for unpaid

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leave was approved by the Board on September 28, 2009.

RATIFIED/APPROVED ADDITIONAL HOURS

Ratified/Approved Additional Hours for Support Staff to attend conferences in order to comply with PDE mandated requirements:

- a. **Kim Bressler**, Full-time Special Education Instructional Aide at WREC, Effective Instruction training at the BCIU on October 12, 2009, and Effective Instruction Functional Skills at the BCIU on January 18, 2010, at her approved hourly rate, not to exceed a maximum of 6 hours each day.
- b. **Hilary Decker**, Full-time Special Education Instructional Aide at the JSHS, Transition to Post Secondary Ed training at the BCIU on January 18, 2010, at her approved hourly rate not to exceed a maximum of 6 hours.
- c. **Scott Gehman**, Full-time Special Education Instructional Aide at the JSHS, Behavior Strategies at the BCIU on January 18, 2010, at his approved hourly rate not to exceed a maximum of 6 hours.
- d. **Kim Latino**, Full-time Special Education Instructional Aide at the JSHS, Effective Instruction Functional Skills at the BCIU on January 18, 2010, at her approved hourly rate not to exceed a maximum of 6 hours.
- e. **Patricia Magrann**, Full-time Special Education Instructional Aide at WHEC, Effective Instruction Functional Skills at the BCIU on January 18, 2010, at her approved hourly rate not to exceed a maximum of 6 hours.
- f. **Holly Miller**, Full-time Special Education Instructional Aide at WHEC, Effective Instruction Functional Skills at the BCIU on January 18, 2010, at her approved hourly rate not to exceed a maximum of 6 hours.
- g. **Patricia Skorpinski**, Full-time Special Education Instructional Aide at WREC, Effective Instruction Functional Skills at the BCIU on January 18, 2010, at her approved hourly rate not to exceed a maximum of 6 hours.
- h. **Jennifer Wolfe**, Full-time Special Education Instructional Aide at WREC, Safety-Care Behavioral Safety Training at the BCIU on November 12 and 13, 2009, at her approved hourly rate not to exceed a maximum of 6 hours each day.

RATIFIED ADDITIONAL HOURS FOR SUPPORT STAFF

Ratified Additional Hours for Support Staff to attend CPR training on October 17, 2009 as follows:

- a. **Jennifer Kohler**, Full-time Special Education Instructional Aide at WREC, at her approved hourly rate not to exceed 6 hours.
- b. **Patricia Magrann**, Full-time special Education Instructional Aide at

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WHEC, at her approved hourly rate not to exceed 6 hours.

- c. **Arlene Wagner**, Full-time Special Education Instructional Aide at the JSHS, at her approved hourly rate not to exceed 6 hours.
- d. **Linda Wynne**, Full-time Special Educational Instructional Aide at WHEC, at her approved hourly rate not to exceed 6 hours.

RATIFIED APPROVAL
OF SUBSTITUTE
TEACHERS

Ratified approval of Substitute Teachers –

- a. **Shari Bonino**, effective October 27, 2009
- b. **Marina Romanski**, effective November 19, 2009.

APPROVED
SUBSTITUTE TEACHER

Approved **Janice Varone** to be added to the substitute list pending receipt of necessary documentation.

RATIFIED
SUPPLEMENTAL
ACTIVITY ADVISOR
RESIGNATION

Ratified Supplemental Activity Advisor Resignation – **Wayne Settle, Jr.** High School Drama Producer, effective October 19, 2009

APPROVED
SUPPLEMENTAL
ACTIVITY
APPOINTMENT

Approved Supplemental Activity Appointment – **Irving I. Gonzalez, Jr.** High Drama Producer, 9 points, \$761.00, effective the 2009-10 school year.

APPROVED
SUPPLEMENTAL
ATHLETIC
APPOINTMENT

Approved Supplemental Athletic Appointment – **Dean Murray**, Head Coach Boys' Bowling, 30.5 points, \$2,577, effective the 2009-10 school year, pending receipt of documentation.

APPROVED
ATHLETICS LIST FOR
SPRING SPORTS

Approved Supplemental Athletics List for Spring Sports 2009-10. List included as part of these official minutes.

APPROVED
DELETIONS FROM
SUBSTITUTE LIST

Approved deletions to the District substitute list. List included a part of these official minutes.

APPROVED
ADDITIONS TO
VOLUNTEER LIST

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

POLICIES

APPROVED
ADOPTION/SECOND

Approved adoption/second reading of the following policies –

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READING OF POLICIES

- 113 Special Education
- 113.1 Discipline of Student with Disabilities
- 113.3 Screening and Evaluations for Students with Disabilities
- 114 Gifted Education
- 237 Electronic Devices
- 718 Service Animals in Schools
- 815 Acceptable Use of Internet
- 907 School Visitors

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

Nays: None. Motion carried.

Following the vote, Mr. Larkin felt it was important to explain why the Board did not vote on the architect. He said of the 21 architects that responded; eight were interviewed and four to six were eminently qualified. Based on feedback from non-board members who had good input, he felt it necessary to do more comparative analysis between the firms.

Mr. Fitzgerald asked how others will be picked to come back. Mr. Larkin responded that the Board and original committee can decide by a vote count requiring a majority opinion. After further discussion, Mr. Larkin indicated that how the selection is done is for the next Board to decide.

SUPERINTENDENT'S REPORT

Mr. Robbins reported that the District has applied for and been designated as a point of distribution for the swine flu vaccine. The serum is expected in early December. The vaccine will be administered on a first-come first-served basis to school-age children registered in the district. Students must be accompanied by a parent to receive the vaccine. Information will be posted on the website and an e-alert will be sent.

When asked by Mr. Portner about the current absentee rate, Mr. Robbins replied that is back to normal at about 5%.

Mr. Hinsey asked about children needing two doses of the vaccine. Mr. Robbins indicated that we will notify the parent when the second dose will need to be administered.

OLD BUSINESS

Mr. Larkin reported on the status of the Superintendent search. The number of high quality candidates is scarce additionally complicated by the District's high standards. The search consultant, Dr. Hohl said of

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the 16 requests for applications, five candidates do not live in Pennsylvania. An out-of-state candidate poses additional complications with transfer of pensions and other red tape. The deadline for applications is November 30, 2009. Historically most responses come in very close to the deadline.

NEW BUSINESS

Mr. Becker reported that Vanity Fair filed an appeal on the assessment to Berks County Court. He said he would need a motion to have Kozloff Stoudt represent the district in the appeal process.

APPROVED
REPRESENTATION IN
ASSESSMENT
APPEAL

Upon motion by Mrs. McCready, and second by Mr. Hinsey, Kozloff Stoudt was approved to represent the District in the Vanity Fair assessment appeal.

Ayes: 9
Nays: 0. Motion carried.

Mrs. Sakmann presented the retiring board members with gifts of appreciation on behalf of the remaining members. Mr. Hinsey congratulated the incoming members and wished them luck. He said the work is well worth the hours it takes.

PUBLIC COMMENT

Mrs. Seltzer thanked the retiring board members and said she hopes she can live up to their hard work.

Mr. Mitchell asked about the status of the budget for 2010-2011. Mr. Robbins replied he will have an expenditure run before the holiday.

Mr. Mitchell asked about the status of lacrosse. Mr. Robbins reported that he has met with the lacrosse representatives and is in the process of drawing up an agreement. He expects it to be on the agenda of the next regular meeting.

ADJOURNMENT

A motion was made by Mrs. McCready, seconded by Mrs. Barnett and approved to adjourn at 7:44 p.m.

Corinne D. Mason
Board Secretary