

**WYOMISSING AREA SCHOOL DISTRICT**

630 Evans Avenue  
Wyomissing, PA 19610

**AGENDA**

**Personnel/Policy Committee**  
**Monday, November 9, 2009**  
**5:00 p.m.**

CHAIRPERSON: Jana R. Barnett, Esq.

ASSIGNED MEMBERS: Mrs. Joanne E. McCready  
Mrs. Lynn T. Sakmann  
Kurt Althouse, Esq.  
Mr. Gregory L. Portner  
Mr. John A. Larkin, Ex Officio

STAFF MEMBERS: Kathleen A. Garman, Dir. Human Resources

PLEDGE OF ALLEGIANCE TO THE FLAG

ANNOUNCEMENT OF RECORDING BY THE PUBLIC

MINUTES

Approve Committee Meeting Minutes -

- October 13, 2009 Personnel/Policy Committee Meeting

PUBLIC COMMENTS WILL BE TAKEN AT THE BEGINNING OF THE MEETING ON  
AGENDA VOTING ITEMS ONLY AND ON ALL AGENDA ITEMS AT THE END OF THE  
MEETING.

Personnel/Policy Items

- I. Recommend Approval of Administrative Resignation – **Brian A. Gall**, Director of Technology & Curriculum Integration, effective November 30, 2009.
- II. Recommend Ratification of Support Staff Resignation – **Marilyn Carlson**, Full-time Special Education Instructional Aide at the JSHS, effective October 23, 2009.
- III. Recommend Approval of Support Staff Appointment - \_\_\_\_\_, Full-time Special Education Instructional Aide at the JSHS, 7 hrs./day, \$\_\_\_\_/hr., effective \_\_\_\_\_.
- IV. Recommend Approval of Salary Increase of two percent for **Daniel Giesen**, Athletic Trainer, effective \_\_\_\_\_.
- V. Recommend Approval to Extend the Non-Supervisory Personnel Group Compensation Plan to June 30, 2011. There are no changes to the current plan.

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- VI. Recommend Approval of FMLA Leave – **Diane Schaeffer**, Administrative Assistant to the Superintendent, a family and medical leave of absence, effective November 23, 2009 for approximately 4-6 weeks.
- VII. Recommend Extension to Child Rearing Leave – **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.
- VIII. Recommend Approval of 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.

*Background Information: Mr. Gerber was approved by the Board on August 24, 2009 as a long-term substitute replacing Mariel Jordan for the first semester of the 2009-10 school year.*

- IX. Recommend Approval of Support Teacher for the second semester of the 2009-10 school year:

<u>Support Teacher</u>	<u>Inductee</u>	<u>Assignment</u>	<u>Stipend</u>
<b>Andrea Landrum</b>	Jonathan Gerber	LTS English Teacher	\$250.00

- X. Recommend Approval/Ratification of 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.
- XI. Recommend Ratification of 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 leave was approved by the Board on September 28, 2009.*

- XII. Recommend Ratification/Approval of 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.

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- 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. **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.
  - d. **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.
  - e. **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.
  - f. **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.
  - g. **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.
- XIII. Recommend Ratification of 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 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.
- XIV. Recommend Ratification of Approval of Substitute Teacher – **Shari Bonino**, effective October 27, 2009.
- XV. Recommend Ratification of Supplemental Activity Advisor Resignation – **Wayne Settle, Jr.** High School Drama Producer, effective October 19, 2009.
- XVI. Recommend Approval of Supplemental Activity Appointment - \_\_\_\_\_, Jr. High Drama Producer, \_\_\_\_ points, \$\_\_\_\_\_, pro-rated, effective the 2009-10 school year.
- XVII. Recommend Approval of Supplemental Athletic Appointment – **Dean Murray**, Head Coach Boys’ Bowling, 30.5 points, \$2,577, effective the 2009-10 school year, pending receipt of documentation.
- XVIII. Recommend Approval of Supplemental Athletics List for Spring Sports 2009-10.
- XIX. Recommend Approval of Deletions from Substitute List.

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XX. Recommend Approval of Additions to the District Volunteer List.

XXI. Recommend Adoption/Second Reading of the following policies:

- 113 Special Education
- 113.1 Discipline Of Students 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

XXII. Discuss changes to position guide for Director of Technology & Curriculum Integration.

PUBLIC COMMENT ON AGENDA ITEMS

NEXT PERSONNEL/POLICY COMMITTEE MEETING DATE: TO BE DETERMINED