

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 21st century*
- *encourage all students to be productive, responsible citizens and lifelong learners.*

Board of School Directors

Mr. John A. Larkin, President
Mrs. Lynn T. Sakmann, Vice President
Mr. Lawrence A. Fitzgerald, Treasurer
Kurt Althouse, Esq.
Jana R. Barnett, Esq.
Mrs. Michelle M. Davis
Mr. Randall E. Hinsey, Jr.
Mrs. Joanne E. McCready
Mr. Gregory L. Portner

Non Members

Mrs. Corinne D. Mason, Board Secretary
Dr. Pamela R. Pulkowski, Assistant Superintendent

Ex Officio Member

Mr. David H. Robbins, Acting Superintendent

SCHOOL BOARD MEETING Monday, June 22, 2009 – 7:00 P.M. **Community Board Room**

OPENING

- I. Call to Order – Mr. John A. Larkin, Board President, Presiding
- II. Pledge of Allegiance to the Flag
- III. Announcement of Recording by the Public
- IV. Roll Call by Secretary
- V. Welcome to Visitors

ANNOUNCEMENT OF MEETINGS

- August 10, 2009 – Personnel/Policy Committee – 5:00 p.m.
- August 10, 2009 – Finance/Facilities Committee – Following Personnel/Policy Meeting
- August 24, 2009 – Curriculum/Technology Committee – 5:00 p.m.
- August 24, 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.

PUBLIC COMMENT ON AGENDA ITEMS/AUDIENCE RECOGNITION

**June 22, 2009 Board Meeting
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MINUTES & CORRESPONDENCE

- I. Approve Board Meeting Minutes –
 - May 26, 2009 Board Meeting

BOARD MOTION

Move that the Board of School Directors approve the board meeting minutes as noted.

COMMITTEE REPORTS AND PROPOSED ACTION ITEMS

Finance/Facilities

- I. Approve Financial Reports – May 2009 that are included in the official minute book and provided to Board members.
- II. Approve payment of properly approved vendor invoices for the General Fund, Athletic Fund, Food Service Fund and Capital Reserve Fund.
- III. Approve Budget Transfers in the amount of \$108,811.
- IV. Approve year-end Budget Transfers for 2008-09.

Background information: The audit for the 2008-09 fiscal year will take place over the summer months into the fall. Preparation for the audit will require additional budget transfers to be made. This agenda item will defer and approve the Director of Business Affairs to authorize all of the necessary budgetary transfers required for the 2008-09 fiscal year that are needed after June 30, 2009.

- V. Approve Athletic Supply bids as follows:

AAE	\$ 945.00
Garden State Apparel	709.44
Kelly's	3,925.70
Longstreth	134.75
MF	292.00
Passon's	388.95
Riddell	2,903.25
Sportsman's	<u>6,140.71</u>
Total	\$15,439.80

- VI. Approve Joint Purchase bid for trash removal services by Waste Management of PA, Inc. as follows:

4-yard trash dumpster	\$14.92 per pick-up
4-yard paper/cardboard recycling dumpster	\$ 9.56 per pick-up
96-Gallon co-mingled recycling container	\$ 4.60 per pick-up

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Background information: This is a two-year bid beginning July 1, 2009 through June 30, 2011. The trash dumpster pricing is a decrease of \$5.24 per pick-up, the paper/cardboard dumpster pricing is a decrease of \$2.44 per pick-up and the co-mingled recycling container is an increase of \$1.56 per pick-up.

- VII. Approve BCIU Audio/Video/Computer Repair Services Agreement.

Background information: This is new for this year. We are contracting with the BCIU to do the installation of our access points. This is a contract for 275 hours at a rate of \$52.50 per hour. Of the 275 hours, 240 will be for the installation project and the remaining 35 hours would cover the normal warranty and non-warranty repairs on our tech equipment.

- VIII. Approve admission of one (1) elementary tuition student, ID# 204055, for the 2009-10 school year at one-half the educational costs, in accordance with Policy 202 (Tuition Children of Full-Time Professional Employees).

- IX. Approve Summer Tuition Contract with Opportunities School for one (1) elementary student, ID# 202900, in the amount of \$3,428.64.

- X. Approve YMCA Facilities Use Agreement for the 2009-10 school year for use of the pool for athletic practices and events at a cost of \$8,500.

- XI. Approve Caron Contract for 2009-10 in the amount of \$3,760.

Background information: This contract includes drug and alcohol prevention and intervention, student evaluations and SAP team consultations at a cost of \$3,760 per year for a half-day service each week. Caron will continue to provide Elementary Student Assistance Program training at no charge to staff during the contracted year.

- XII. Appoint Corinne D. Mason as Board Secretary for a four-year term beginning July 1, 2009 through June 30, 2013.

- XIII. Approve Real Property Tax Exemption Certification on Parcel ID 96-4396-07-58-5095.

Background information: The exemption has been granted per Department of Military and Veterans Affairs for taxes that become due on or after October 1, 2008. Exemptions are reviewed every five years by Veterans Affairs for continued eligibility.

- XIV. Approve donations from the Wyomissing Area Education Foundation as follows:

- \$2,150 in EITC funds for the purchase of an interactive smart board and projector to be used at the JSHS World Language classroom.
- \$600 grant to the Project Help Desk located in the JSHS Library. The materials purchased with these funds will provide almost a year of supplies that students may use to complete projects for classroom assignments.

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- XV. Approve the Cargill grant in the amount of \$400.

Background information: In late April, National FFA awarded the Cargill Community Scholarship to two Wyoming Senior High School students. As part of the scholarship program, Cargill also provides a \$200 grant in each student's honor to be used for the school's library needs.

- XVI. Approve Kozloff Stoudt Professional Corporation, with Brian F. Boland, Esq., for legal representation and school solicitor for the 2009-10 school year, as per the terms of the engagement letter as follows: There will be no retainer. Brian F. Boland, Socrates J. Georgeadis and other shareholders of the firm will be billed at a rate of \$145 per hour. Associates will be billed at \$110 per hour and paralegals at \$90 per hour. These hourly rates are effective as of July 1, 2009, and will continue in effect through June 30, 2010.

- XVII. Approve Myers and Bell Insurance Agency, Inc. as Broker of Record for the 2009-10 school year.

Background information: Myers and Bell Insurance Agency became our exclusive Broker of Record in March of 2009 for all policies that were written through PSBA Insurance Trust. We would like to continue that relationship for the 2009-10 school year as we will be utilizing PSBA Insurance Trust for Property and Casualty, School Leaders Legal Liability, Automobile, Umbrella and Worker's Compensation coverages. Myers and Bell was established in 1980 as an independent insurance agency in Ephrata, PA, which serves over 5,000 clients for their business and personal needs.

- XVIII. Approve School District Depositories for 2009-10:

Fulton Bank	Sovereign Bank
National Penn Bank	Wachovia Bank
PA School District Liquid Asset Fund	

- XIX. Approve annual financial audit as prepared by the District auditors, Barbacane, Thornton & Company, Certified Public Accountants for fiscal year 2007-08.

- XX. Approve Parameters Resolution regarding the issuance of General Obligation Bonds for a principal amount not to exceed \$5,755,000 (Resolution included as part of Board packet).

BOARD MOTION

Move that the Board of School Directors approve the Finance/Facilities items as noted.

Curriculum/Technology

- I. Approve textbooks for 2009-10:
- a. enVision Mathematics, Pearson, 2009, for grades K-6; Prentice Hall Grade 7, 2009, (for accelerated grade 6 mathematics) not to exceed \$110,000.

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- b. Vocabulary enrichment program for grades 7-9, \$4,811.30 (list included as part of board packet).
- c. AP Biology: Biology, 8th edition, Prentice hall, 2008, \$4,649.40.

BOARD MOTION

Move that the Board of School Directors approve the Curriculum items as noted.

Personnel/Policy

- I. Approve Professional Resignation - **Catherine Aurentz**, Part-time Reading Specialist at WHEC, effective the end of the 2008-09 school year.
- II. Approve Professional Appointments:
 - a. **Dr. Marcia Moyer**, Kindergarten Teacher at WHEC, at an annual salary to be determined by the new contract, but based on PhD/EdD, Step 18, effective for the 2009-10 school year.

Background Information: Dr. Moyer will be replacing Ms. Shannon whose retirement was approved at the Board Meeting on March 23, 2009.

- b. **Michelle Geist**, Secondary Autistic Support Teacher at the JSHS, at an annual salary to be determined by the new contract but based on B+15, Step 1, effective for the 2009-10 school year, pending receipt of necessary documents.

Background Information: Ms. Geist is filling the new position that was approved at the April 27, 2009 meeting of the Board of School Directors. She has been a Special Education Instructional Aide at WHEC since November 2008. Prior to her time at Wyomissing School District she was a teacher at the Milagre Kids School in Harleystown, PA from 2007-2008. She also spent 4 years as a self-employed Home School Teacher. Ms. Geist received her B.S. in Elementary Education from Drexel University in 2000, has been a Board certified Assistant Behavior Analyst since 2005, and obtained her PA Teaching Certification in Special Education in 2009.

- c. **Kevin Maier**, Speech and Language Pathologist, at an annual salary to be determined by the new contract, but based on M, Step 8, effective for the 2009-10 school year.

Background Information: Mr. Maier graduated in July 2002 from Edinboro University of Pennsylvania with a Bachelor of Arts in Speech and Hearing Disorders and continued on to get his Masters of Science in Speech and Language Pathology from Indiana University of Pennsylvania in May 2004. Kevin worked at the Center for Pediatric Therapy in Wyomissing from 2005-2006 and from 2007-present was employed EBS Healthcare/Reading School District. He was also hired by the Wyomissing Area School District in 2009 as the Assistant Varsity Wrestling Coach. Mr. Maier has his PDE Certification in Speech and Language Impaired as well as his ASHA Certification.

- d. **Jeffrey Bezler**, Long-Term Substitute English Teacher at the JSHS, at an annual salary to be determined by the new contract, but based on B, Step 1, effective for the first semester of the 2009-10 school year.

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- e. **Elizabeth Tollin**, Long-Term Substitute .5 RTI Teacher at WREC, at an annual salary to be determined by the new contract but based on B+15, Step 5, prorated, effective for the 2009-10 school year.

Background Information: Ms. Tollin received her Bachelor of Science in Elementary Education from University of Delaware in 1992 and also went on to complete 15 additional graduate credits at Millersville University. She started with Wyomissing Area School District in 1994 as a daily substitute, worked as a long-term substitute from September 1995 through June 1996, and became a contracted 5th grade teacher in September 1996. She left Wyomissing in June of 1998 to be an elementary teacher at Summit Public School in New Jersey. Ms. Tollin will be replacing Ms. Michelle Kersikoski while she is out on FMLA Leave.

- f. **Dawn Weidner**, Part-time Reading Specialist at WHEC, at an annual salary to be determined by the new contract but based on M, Step 9, effective for the 2009-10 school year.

Background Information: Ms. Weidner has been the Long-Term Substitute in for Catherine Aurentz since 2007, and will be replacing Ms. Aurentz due to her resignation.

III. Approve Professional Staff Transfers:

- a. **Shana Bellairs**, from 5th Grade Elementary Teacher at WREC, B+15, Step 5, to 6th Grade Elementary/Technology Teacher at WREC, at a rate to be determined by the new contract but based on B+15, Step 5, effective for the 2009-10 school year.
- b. **Keith Arnold**, from CFF Technology Integration Coach, M, Step 9, to 5th Grade Elementary Teacher at WREC, at a rate to be determined by the new contract but based on M, Step 9, effective for the 2009-10 school year.

IV. Approve Professional Staff Appointment Continuation - **Ms. Nicole Harlacher**, Long-Term Substitute French Teacher at the JSHS, at an annual salary to be determined by the new contract, but based on B, Step 1, effective for the first semester of the 2009-10 school year.

V. Ratify Professional Interim Appointment - **Maureen Nolan**, Interim Biology Teacher at the JSHS, at a rate of \$206.12 per day, effective May 28, 2009 until the end of the 2008-09 school year.

VI. Approve Aesop Substitute System Backup Coordinator - **Carol Matz**, for the 2009-10 school year, effective August 31, 2009, at a stipend of \$5,000.

Background Information: There is no change in the stipend for this position from the 2008-09 school year.

VII. Approve/Ratify FMLA Leaves/Extensions:

- a. **Sarah Fick**, Administrative Assistant to the Director of Business Affairs, an intermittent family and medical leave of absence, effective on June 9, 2009.

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- b. **Mariel Jordan**, Secondary English Teacher at the JSHS, a family and medical leave of absence and child rearing leave, effective on or about October 6, 2009, returning for the second semester of the 2009-10 school year.
- c. **Nancy Murray**, Receptionist Monitor at the JSHS, an intermittent family and medical leave of absence, effective May 21, 2009.
- d. **Dana Quinlivan**, Secondary French Teacher at the JSHS, extension of the child rearing portion of her leave, returning for the second semester of the 2009-10 school year.
- e. **Lori Rohrbach**, Special Education Instructional Aide at the JSHS, a family and medical leave of absence, effective May 26, 2009 through June 5, 2009.

VIII. Approve Professional Employee Status:

- a. **Kami Fecho-Border**, 4th Grade Teacher
- b. **Caitlin Gibbs**, Elementary Special Education Teacher
- c. **Allison Hoofnagle**, Elementary Special Education Teacher
- d. **Amanda Kraft**, 2nd Grade Teacher
- e. **Kara Les**, Elementary Librarian
- f. **Danielle Mocerri**, Secondary Spanish Teacher
- g. **Joelle Ostrich**, Secondary English Teacher
- h. **Jill Romanies**, 2nd Grade Teacher
- i. **Laura Schaeffer**, Elementary Nurse
- j. **Lucinda Schaeffer**, Elementary RTI Teacher
- k. **Andrew Siggins**, Secondary Industrial Arts Teacher
- l. **Christopher Stanchek**, Secondary English Teacher
- m. **Jennifer Wise**, Secondary Math Teacher

IX. Approve Additional Hours for Support Staff to attend PDE mandated Paraprofessional Academy during the Summer:

- a. **Kathleen Rohm**, Full-time Special Education Instructional Aide at WHEC, August 25-28, 2009, at BCIU, for an amount not to exceed 6 hours per day, at her Board approved hourly rate.
- b. **Donna Bottiglieri**, Full-time Special Education Instructional Aide at WHEC, June 16-19, 2009, at BCIU, for an amount not to exceed 6 hours per day, at her Board approved hourly rate.

X. Approve Salary Adjustment Increases for Administrators

XI. Approve Confidential Support Staff Salaries for the 2009-10 school year.

XII. Approve Proposed Work for Summer 2009 - Hours needed for reading screenings, for an amount not to exceed 60 hours, to be paid at the professional contract rate.

XIII. Ratify Change in Hourly Rate for Proposed Work for Summer 2009 - **Diana Swavely** to work as an aide and nurse at \$13/hr.

XIV. Approve Support Staff Unpaid Leave Request - **Cheryl Davis**, Part-time Teacher's Instructional Aide at WHEC, unpaid leave November 9-11, 2009.

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- XV. Approve the recommendation to increase the Part-time Athletic Trainer position to Full-time.

Background Information: The approved 2009-10 budget has money to cover this recommendation.

- XVI. Approve Supplemental Athletic Point Value, \$84.50, effective for the 2009-10 school year.

Background Information: Rate for 2008-09 school year was \$83.50.

- XVII. Approve Supplemental Activity Advisor List for the 2009-10 school year (list included as part of packet).

- XVIII. Approve Supplemental Athletic List for Fall Sports 2009-10 school year (list included as part of packet).

- XIX. Approve three-year extension of contract for the Director of Business Affairs effective October 24, 2009 to October 24, 2012.

- XX. Approve Department Chairs for the 2009-10 school year at a stipend of \$1,750 as follows:

- a. **Brian Ackerman**, Science
- b. **Crisanne Bansner**, Mathematics
- c. **Jennifer Bowe**, Art
- d. **James Comerford**, English
- e. **Maria Gernert**, World Languages
- f. **Andrew Hoffert**, Special Education
- g. **Melissa Kreps**, Guidance
- h. **Sharon Luyben**, Music
- i. **Jennifer Mangold**, Social Studies
- j. **Curtis Minich**, Technology

- XXI. Approve additions to the District Volunteer List.

BOARD MOTION

Move that the Board of School Directors approve the Personnel items as noted.

- XXII. Approve Supplemental Activity Appointment for 2009-10 – **Matthew Babiarz**, Varsity 2nd Assistant Coach, Cross Country, 23 pt., \$1,944.

- XXIII. Approve Health & Physical Education Department Chair for 2009-10 - **Matthew Babiarz**, at a stipend of \$1,750.

BOARD MOTION

Move that the Board of School Directors approve the supplemental activity appointment and health & physical education department chair as noted.

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XXIV. Approve first reading of the following new/revised policies:

 Child Find
113.2 Behavior Support

XXV. Approve adoption/second reading of the following revised policies:

325 Dress and Grooming
339 Uncompensated Leave
405 Employment of Substitute Professional Employees
409 Assignment and Transfer
411 Furloughs
425 Dress and Grooming
439 Uncompensated Leave
501 Creating a Position
505 Employment of Substitute and Short-Term Employees
525 Dress and Grooming
539 Uncompensated Leave
707 Use of School Facilities
815 Acceptable Use of Technology Resources/Facilities and Internet by
Staff, Students, and Community Members

BOARD MOTION

Move that the Board of School Directors approve the Policies for a first reading or adoption as noted.

SUPERINTENDENT’S REPORT

ADMINISTRATIVE REPORTS

- I. Treasurer’s Report (Informational)
- II. Enrollment Report (June 1, 2009)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

- 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)