

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, August 24, 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

- September 14, 2009 – Personnel/Policy Committee – 5:00 p.m.
- September 14, 2009 – Finance/Facilities Committee – Following Personnel/Policy Meeting
- September 28, 2009 – Curriculum/Technology Committee – 5:00 p.m.
- September 28, 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

**August 24, 2009 Board Meeting
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MINUTES & CORRESPONDENCE

- I. Approve Board Meeting Minutes –
 - July 13, 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 – June and July 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 bus driver list for 2009-10 with the provision that additional names may be added or deleted at the discretion of the administration.

Drivers:

Aulenbach, Donna
Bare, Richard
Casner, Adam
Centeno, Julio Rios
Crupi, Tina M.
Gantert, George
Gilbert, James
Hicks, James B.
Jordan, William
Lanning, Florance V.
Miller Jr., Richard
Whitman, Steve
Yost, Jodi

Substitutes:

Evanson, Jackie
Heim, David
Koenig, Karl
Lausch, Lynn
Mell, Beth
Ott, Jeffrey
Smith, Alline M. (Supervisor)
Waselewski, Paul
Yost, Cory

- IV. Approve transportation schedules for 2009-10.
- V. Approve submission of Consolidated Application for Federal Programs.

Title I Basic - \$222,840
Title I Supplemental (Stimulus) \$124,869
Title II - \$ 42,112

- VI. Approve updates to Homestead/Farmstead Resolution.

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Background information: After receiving finalized information from the County, the maximum assessed value reduction that must appear on each tax bill as a Homestead Exclusion for each approved homestead is now \$5,978.31. The maximum real estate tax reduction amount applicable to each approved homestead is now \$162.06 (attachment provided in August 10, 2009 Board packet).

- VII. Approve tuition agreement with The Janus School for 2009-10 in the amount of \$24,700 for one secondary student, ID #101013.
- VIII. Approve transportation contract with The Janus School for 2009-10 in the amount of \$2,200 for one secondary student, ID #101013.
- IX. Approve contract with Pathway School for Extended School Year Services, effective July 6, 2009 to August 21, 2009, in the amount of \$7,100 for one secondary student, ID #201151.
- X. Approve contract with Brenda Wilczek for psychological services for 2009-10 at a rate of \$70 per hour. This rate is unchanged from 2008-09.
- XI. Approve speech and language therapy agreement with Invo HealthCare, effective on or about August 25, 2009 to June 11, 2010, at a rate of \$65 per hour.
- XII. Approve donation from Berks Carpet One in the amount of \$400.07.
Background information: This donation was made on behalf of a resident who made a carpet purchase and designated the District's Special Education Department as the recipient through Berks Carpet One's Give Back program.
- XIII. Approve donation from Dr. and Mrs. Scott Robert Kaneff in the amount \$100 to be used for the Technology Department.
- XIV. Approve update of the Wire Transfer Agreement and Authorization Resolution Authorizing Funds Transfers for Sovereign Bank to include Sarah Fick, Administrative Assistant to the Director of Business Affairs.
Background information: Currently, Corinne D. Mason is the only person authorized to make wire transfers from Sovereign Bank. The updated agreement will allow Mrs. Fick to make necessary wire transfers on behalf of the District in amounts not to exceed \$500,000 per day in Mrs. Mason's absence.
- XV. Approve request to establish Student Activity Account for the Class of 2015.
Background information: At this time, this account is to be used for the cash flow accounting instrument for the 7th grade class trip to the Renaissance Faire. A 7th grade student will be designated to sign as student treasurer at the beginning of the 2009-10 school year. The Class of 2015 will not hold official class status until grade 9 and therefore there will be no advisor in place until that time.
- XVI. Approve request for exoneration of per capita tax in accordance with Policy 605.

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XVII. Award sports medicine bids:

Medco	\$2,785.66
Shoreline	<u>2,271.01</u>
	\$5,056.67

XVIII. Approve proposal from AEM Architects, Inc. to update the existing Feasibility Study for a total of \$2,500.

Background information: The July 2007 Study needs to be updated to be in compliance with PDE and PlanCon requirements.

XIX. Approve change orders with David M. Maines Associates, Inc for a total amount of \$90,383.94 (see attachment for change order descriptions).

XX. Award all insurance contracts for the 2009-10 fiscal year to Ohio Casualty, Inc for a total amount of \$134,936.

Background information: Through the quotation process, Ohio Casualty, Inc. has been selected for the District's Property, Liability, Auto, Boiler, Errors & Omissions, Umbrella and Workman's Compensation insurance for 2009-10, rather than PSBA.

XXI. Appoint Jana R. Barnett, Esq. as first alternate voting delegate and Joanne E. McCreedy as second alternate voting delegate for the tax collection committee for Berks County as per Act 32 of 2008.

BOARD MOTION

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

Curriculum/Technology

I. Approve foreign exchange student – Vivien Vogelmann, Grade 11, effective the 2009-10 school year.

Background Information: Vivien is from Germany and has been placed in the home of Mr. & Mrs. John Bernosky by AYUSA Global Youth Exchange.

II. Approve ticket prices for home athletic contests during the 2009-2010 school year -

\$5.00 Adults
\$3.00 Students/Senior Citizens

Background Information: This is a \$1 increase over last year's ticket prices (\$4.00 and \$2.00). Ticket prices have been the same since the 2000-2001 school year.

BOARD MOTION

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

Personnel/Policy

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I. Approve Professional Resignations:

- a. **Dawn Hart**, Autistic Support Teacher at WREC, effective August 14, 2009.
- b. **Tracey Miller**, Life Skills Support Teacher at the JSJS, effective October 5, 2009.
- c. **Jeffrey Bezler**, Long-Term substitute English Teacher at the JSJS, effective August 19, 2009

II. Approve Professional Appointments:

- a. **Jill Kuhn**, Elementary Teacher at WREC, 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.

Background Information: Ms. Kuhn graduated from Mount Saint Mary's University with a B.S in Elementary Education and became a 7th Grade Teacher at Saint Catharine of Siena Regional School from 1992 until 1997 when she left to spend more time with her growing family. In 1999 she began tutoring students from Wyomissing Area School District and Holy Name in Algebra I & II, Geometry, and SAT Preparation, and continued to do so until 2001. In 2008 she was hired by Wyomissing Area School District as a Full-time Math Aide at West Reading Elementary Center.

- b. **Andrea Kupiszewski**, Elementary Teacher at WREC, at an annual salary to be determined by the new contract, but based on B, Step 3, effective for the 2009-10 school year.

Background Information: Ms. Kupiszewski graduated from Lock Haven University in 2002 with a B.S. in Elementary Education. Upon graduation she began working as a Kindergarten Teacher and Director at circle of Learning Day Care until 2004. In 2004 she began substitute teaching and over the next three years worked for Fleetwood School District, Eastern Lancaster County School District, and Wyomissing Area School District. In 2007 she was hired by Wyomissing Area School District as a Full-time Math Aide and then became a Long-Term Substitute in 6th Grade at WREC in August 2008.

- c. **Mary Kate Adelizzi**, Biology Teacher at the JSJS, at an annual salary to be determined by the new contract, but based on B, Step 1, effective for the 2009-10 school year.

Background Information: Ms. Adelizzi spent one year attending Drexel University with a major in Biological Sciences before transferring to Muhlenberg College where she attained her B.S in Secondary Education in May 2009. While in attendance at Muhlenberg College Ms. Adelizzi was a member of Phi Beta Kappa, earned various awards in the field of Biology, and became the valedictorian of her class. Mary Kate did her student teaching in grades 10-12 at Parkland School District working with College Preparatory Biology, Advanced Placement Environmental Science, and Energy & Society and in 8th grade at Whitehall-Coplay School District in Physical Science.

- d. **James Delp**, English Teacher at the JSJS, at an annual salary to be determined by the new contract, but based on M, Step 2, effective for the 2009-10 school year.

Background Information: Mr. Delp graduated in May 1999 with a Bachelor of Arts degree in English with a certification in Secondary Education from Albright College and began

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working as a Long-Term Substitute English Teacher at Governor Mifflin High School in February 2000. In August 2000 he obtained a contracted position as an English Teacher for Holy Name High School in Reading, PA and remained there until July 2008 when he took a contracted position with Cocalico High School in Denver, PA. Mr. Delp also obtained his Masters of Science Degree in Exercise Science and Health Promotion from California University of Pennsylvania in November 2007.

- e. **Amanda Quirin**, Autistic Support Teacher at WREC, at an annual salary to be determined by the new contract, but based on B, Step 1, effective for the 2009-10 school year.

Background Information: Ms. Quirin graduated from Millersville University with certification in Elementary and Special Education. Her career began in February 2009 when she worked as a LTS in a second grade classroom in the Wilson School District. She also has part-time experience as a 3rd and 4th grade reading support teacher.

- f. **Brittany Reber**, Life Skills Teacher at the JSHS, at an annual salary to be determined by the new contract, but based on B, Step 1, effective for the 2009-10 school year.
Background Information: Ms. Reber graduated Cum Laude from Kutztown University with a Bachelor of Science in Elementary Education and Special Education. She completed her student teaching at both Muhlenberg Elementary Center and Schuylkill Haven Elementary Center. Upon graduation Brittany accepted a position as a Long-Term Substitute Learning Support Teacher for Tulpehocken Area School District for the 2008-09 school year.

- g. **Jonathan Gerber**, Long-Term Substitute English Teacher at the JSHS, at an annual salary to be determined by the new contract, but based on M, Step 1, prorated, effective for the first semester of the 2009-10 school year.

Background Information: Mr. Gerber graduated with a Bachelor of Arts in Political Science and a minor in English from Moravian College in 2001 and continued his education by attaining a Master of Education from Lehigh University and his Pennsylvania Department of Education Certification in English 7-12 in December 2008. In January of 2009 he accepted a Long-Term Substitute position for the second semester of the 2008-09 school year at Liberty High School in Bethlehem, PA.

III. Approve Support Teachers for the 2009-10 school year as follows:

<u>Support Teacher</u>	<u>Inductee</u>	<u>Assignment</u>	<u>Stipend</u>
Michael Miller	Nicole Harlacher	LTS French Teacher	\$250.00
Brenda Phillips	Mary Kate Adelizzi	Biology Teacher	\$500.00
Mary Reinert (1/2)	Michelle Geist	Autistic Support Tchr.	\$250.00
Andrew Hoffert (1/2)	Michelle Geist	Autistic Support Tchr.	\$250.00
Leigh Macri (1/2)	Kevin Maier	Speech/Language	\$250.00
Andrew Hoffert (1/2)	Kevin Maier	Speech/Language	\$250.00
Dan Smith	Jill Kuhn	Elementary Teacher	\$500.00
Jodi Wirebach	Amanda Quirin	Autistic Support Tchr.	\$500.00
Rachel Unger (1/2)	Brittany Reber	Life Skills Teacher	\$250.00
David Skovera (1/2)	Brittany Reber	Life Skills Teacher	\$250.00

IV. Approve Support Staff Resignations:

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- a. **Gary Booz**, Part-time Food Service Worker at the JSHS, effective August 5, 2009.
 - b. **Anne Seltzer**, Part-time Computer Lab Aide at the JSHS, effective July 13, 2009.
 - c. **Rachel Gutzler**, Full-time Library Aide at the JSHS, effective August 11, 2009.
 - d. **Danielle Shobe**, Full-time Special Education Instructional Aide at WHEC, effective August 9, 2009.
 - e. **Kimberly Luigard**, Full-time Special Education Aide at WREC, effective August 20, 2009.
- V. Approve Support Staff Appointments:
- a. **Cathryn Fox**, Apple/Web Systems Specialist, at a rate of \$30,000/year, effective September 14, 2009, pending receipt of necessary documents.
 - b. **Justin Moyer**, Full-time Teacher's Instructional Aide at WREC, at a rate of \$11.09/hour, effective August 25, 2009.
- VI. Approve Ratification of Summer Support Appointment - **Kayleigh Hungerford**, Part-time temporary summer help for the IT Department, paid hourly at state minimum wage, effective July 15, 2009 through August 21, 2009.
- VII. Approve Substitute for the 2009 Extended School Year Program (ESY) - **Michelle Geist**, at the professional contracted teacher rate.
- VIII. Approve Ratification of Additional Hours for Support Staff to attend Paraprofessional Academy at BCIU:
- a. **Elizabeth Barrer**, Part-time Special Education Instructional Aide at WHEC, Paraprofessional Academy August 26-28, 2009, at her approved hourly rate, not to exceed a maximum of 18 hours.
 - b. **Donna Bottiglieri**, Full-time Special Education Instructional Aide at WHEC, Paraprofessional Academy June 16-19, 2009, at her approved hourly rate, not to exceed a maximum of 24 hours.
 - c. **Susie Froehlich**, Full-time Special Education Instructional Aide at the JSHS, Paraprofessional Academy June 16-19, 2009, at her approved hourly rate, not to exceed a maximum of 24 hours.
 - d. **Michelle Krick**, Full-time Teacher's Instructional Aide at WHEC, Paraprofessional Academy June 16-19, 2009, at her approved hourly rate, not to exceed a maximum of 24 hours.
- IX. Approve Additional Hours for Support Staff - **Eve Pardo**, Full-time Special Education Instructional Aide at the JSHS, to attend trainings on August 11, 2009, December 2, 2009, and April 15, 2010, in order to comply with PDE mandated requirements, paid at her approved hourly rate, not to exceed a maximum of 18 hours.
- X. Approve Hours for Support Staff to Meet with Classroom Teacher, for a maximum of 2 hours each, at their approved hourly rate:

Elizabeth Barrer, Part-time Special Education Instructional Aide, WHEC
Donna Bottiglieri, Full-time Special Education Instructional Aide, WHEC
Kim Bressler, Full-time Special Education Instructional Aide, WREC

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Karen Conklin, Full-time Job Coach, JSHS
Hilary Decker, Full-time Special Education Instructional Aide, JSHS
Susie Froehlich, Part-time Special Education Instructional Aide, JSHS
Scott Gehman, Full-time Special Education Instructional Aide, JSHS
Jessica Hole, Full-time Special Education Instructional Aide, WHEC
Heather Hylton, Full-time Special Education Instructional Aide, JSHS
Glenda Jarrett, Full-time Special Education Instructional Aide, WHEC
Jennifer Kohler, Full-time Special Education Instructional Aide, WREC
Karen Koppenhaver, Full-time Special Education Instructional Aide, WHEC
Kim Latino, Full-time Special Education Instructional Aide, JSHS
Dorothy Lefever, Full-time Special Education Instructional Aide, JSHS
Mary Lieberman, Full-time Special Education Instructional Aide, WREC
Bernadette Lis, Full-time Special Education Instructional Aide, JSHS
Marci Luckenbill-Felty, Full-time Special Education Instructional Aide, JSHS
Kim Luigard, Full-time Special Education Instructional Aide, WREC
Molly Manton, Full-time Special Education Instructional Aide, WHEC
Holly Miller, Full-time Special Education Instructional Aide, WHEC
Marie Minnich, Full-time Special Education Instructional Aide, WREC
Eve Pardo, Full-time Special Education Instructional Aide, JSHS
Rupa Patel, Full-time Special Education Instructional Aide, WHEC
Lisa Reichardt, Full-time Special Education Instructional Aide, WREC
Stacey Riegel, Full-time Special Education Instructional Aide, WHEC
Kathy Rohm, Full-time Special Education instructional Aide, WHEC
Lori Rohrbach, Full-time Special Education Instructional Aide, JSHS
Kathy Schweitzer, Full-time Special Education Instructional Aide, WHEC
Danielle Shobe, Full-time Special Education Instructional Aide, WHEC
Rebecca Sibbett, Part-time Special Education Instructional Aide, JSHS
Diana Swavely, Full-time Special Education Instructional Aide, JSHS
Mary Thacker, Full-time Special Education Instructional Aide, JSHS
Arlene Wagner, Full-time Special Education Instructional Aide, JSHS
Jennifer Wolfe, Full-time Special Education Instructional Aide, WREC
Linda Wynne, Part-time Special Education Instructional Aide, WHEC
Lauren Yelinek, Full-time Special Education Instructional Aide, WHEC

XI. Approve Ratification of FMLA Leaves:

- a. **Gene Kiwak**, Full-time Custodian at WHEC, a family and medical leave of absence, effective July 8, 2009 through July 23, 2009 and August 5, 2009 through August 20, 2009.
- b. **Claudia Walters**, Secretary to the Director of Buildings and Grounds and the Director of IT, an intermittent family and medical leave of absence, effective July 1, 2009.

XII. Approve Supplemental Activity Point Value, \$84.50, effective the 2009-10 school year.

XIII. Approve Supplemental Activity Resignations - **Mary Pearsall**, Colloquy Advisor, and Wyomissing Quiz Bowl Co-Advisor, effective July 13, 2009.

XIV. Approve Supplemental Activity Appointments:

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- a. **Melissa Kreps**, Wyomissing Quiz Bowl Advisor, 17.5 points, \$1,479, effective the 2009-10 school year.
 - b. **Christopher Stanchek**, Yearbook Co-Advisor, 20.25 points, \$1,711, effective the 2009-10 school year.
- XV. Approve Supplemental Athletic Appointment - **Piera Snyder**, Field Hockey Varsity 2nd Assistant Coach, 18.5 points, \$1,563, effective for the 2009-10 school year.
- XVI. Approve revised position guides
- a. Maintenance Worker/Carpenter
 - b. Maintenance Worker/HVAC Technician
 - c. Maintenance Worker/Plumbing
- XVII. Approve posting for Maintenance Worker/Plumbing position
- XVIII. Approve Additions to the District Volunteer List.
- XIX. Approve the District Substitute List.

Policy Items

- XX. Approve adoption/second reading of the following new/revised policies:

- 006 Meetings
- 104 Nondiscrimination in Employment and Contract Practices
- 200 Enrollment of Students
- ~~304 Employment of District Staff~~ (not required by WASD per PSBA)
- 504 Employment of Classified Employees
- 347 Workers Compensation Transitional Return-to-Work Program
- 810 Transportation
- 818 Contracted Services

- XXI. Approve first reading of Policy 605 Tax Levy.

BOARD MOTION

Move that the Board of School Directors approve the Personnel items, first reading of policy 605, and adoption of the policies as noted.

SUPERINTENDENT'S REPORT

ADMINISTRATIVE REPORTS

- I. Treasurer's Report (Informational)

OLD BUSINESS

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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)