

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

Mrs. Michelle M. Davis, President
Mr. Gregory L. Portner, Vice President
Mr. Lawrence A. Fitzgerald, Treasurer
Mrs. Carolyn M. Bamberger
Mrs. Angel L. Helm
Mr. John A. Larkin
Scott C. Painter, Esq.
Mrs. Lynn T. Sakmann
Mrs. Anne P. Seltzer

Non Members

Mrs. Corinne D. Mason, Board Secretary
Mrs. Julia Vicente, Dir. of Elem. & Sec. Education

Ex Officio Member

Mr. David P. Krem, Superintendent

SCHOOL BOARD MEETING WITH COMMITTEE REPORTS

Monday, August 15, 2011 – 4:00 P.M.

Community Board Room

- I. **Call to Order – Mrs. Michelle M. Davis, Board President, Presiding**
- II. **Pledge of Allegiance – Mrs. Davis**
- III. **Announcement of Recording by the Public – Mrs. Davis**
- IV. **Roll Call – Mrs. Mason**
- V. **Welcome to Visitors & Announcement of Meetings – Mrs. Davis**
 - School Board Meeting – August 22, 2011, 7:00 p.m.
All listed meetings are held in the Community Board Room of the Jr./Sr. High School unless otherwise noted.
- VI. **Committee Reports**
 - A. Finance – Mrs. Helm
 - B. Facilities – Mr. Larkin
 - C. Curriculum – Mrs. Sakmann
 - D. Technology – Mr. Fitzgerald
 - E. Personnel – Mr. Painter
 - F. Policy – Mr. Portner
 - G. Ad Hoc Committee Reports
 - Community Relations Committee – Mrs. Seltzer
 - H. Berks County Intermediate Unit Board Report – Mrs. Seltzer
 - I. Berks Career & Technology Center Board Report – Mr. Painter
 - J. Berks EIT Report – Mr. Larkin
 - K. Wyomissing Area Education Foundation – Mrs. Bamberger
 - L. Legislative Report – Mr. Fitzgerald

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VII. Public Comment – Mrs. Davis

*The Board welcomes comments on any school subject.
Speakers are requested to identify themselves by name and address.*

VIII. Presentation

- A. 2011 Preliminary AYP Data – Mrs. Vicente

IX. Superintendent’s Report – Mr. Krem

A. Curriculum and Technology

MOTION

It is recommended that the Board of School Directors approve Curriculum and Technology item:

1. Approve textbooks for 2011-12
 - a. A History of Western Society, McKay et al, Bedford/St. Martin, 2011 for AP European History, \$4,000.
 - b. Myers’ Psychology for AP, Myers, Bedford, Freeman, and Worth, 2011, for AP Psychology, \$12,100.

B. Finance and Facilities

MOTION

It is recommended that the Board of School Directors approve Finance and Facilities items:

1. Authorize the filing of protective appeals before the Board of Assessment Appeals to examine the tax exempt status of certain parcels located within the school district owned by The Reading Hospital and The Reading Hospital and Medical Center and to authorize appropriate representatives of the school board to execute such applications and other documents and take such further actions as may be convenient thereto.
2. Approve CBIZ Benefits & Insurance Services, Inc. as the administrator of the Section 125 Cafeteria Plan Flexible Spending Program with implementation and enrollment to be conducted by Kades-Margolis Corporation.
Background information: Up until now the district was using Security Benefit as the administrator through Kades-Margolis at no charge to the district. Kades-Margolis has made the decision to forego any future Section 125 enrollments through Security Benefit. By using CBIZ, there will continue to be no charge to the district.

The following Finance and Facilities items are for discussion:

3. Approve request for exoneration from per capita tax for 2011-12 in accordance with Policy 605.

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4. Approve Budget Real Property Tax Exemption Certification on Parcel IDs 96-4397-18-40-1599-C73, 96-4397-18-40-1599-C19, 93-5306-05-09-7443, and 96-4396-05-17-3553.

Background information: We have received notice from the County of Berks that these exemptions have been granted per Department of Military and Veterans Affairs and approved by the Assessment Office for School Real Estate taxes effective July 1, 2011. Exemptions are reviewed every five years by Veteran’s Affairs for continued eligibility.

5. Approve settlement agreement with parents of JSBS student ID 201327.
6. Approve settlement agreement with parents of JSBS student ID 202394.
7. Approve Berks County Joint Purchasing bids for Janitorial & Custodial Supplies:

| <u>Janitorial Supplies</u> | | <u>Custodial Supplies</u> | |
|-----------------------------------|---------------|----------------------------------|---------------|
| Philip Rosenau | 489.08 | Xpedx | 1,571.00 |
| Calico Industries | 222.36 | Hillyard | 14,481.50 |
| M.J. Earl | 112.80 | Calico | 266.36 |
| Clean Image | 21.25 | Clean Image | 3,628.16 |
| Hillyard | 570.65 | Interboro Packaging | 424.50 |
| <u>Pyramid School Products</u> | <u>523.54</u> | Group | |
| Total | \$1,939.68 | M.J Earl | 3,975.00 |
| | | <u>Pyramid School Products</u> | <u>109.84</u> |
| | | Total | \$24,456.36 |

8. Approve driver list for 2011-12 with the provision that names may be added or deleted at the discretion of Administration.

| | | | |
|---------|--------------------|-----|-----------------|
| Bus #1 | Sharon McNamara | Sub | Adam Casner |
| Bus #2 | Richard Behney | Sub | Lynn Lausch |
| Bus #3 | Richard Bare | Sub | Beth Mell |
| Bus #4 | Florance Lanning | Sub | Richard Miller |
| Bus #5 | Joseph Konnick | Sub | Jeffrey Ott |
| Bus #6 | James Gilbert | Sub | Dominic Pezzino |
| Bus #7 | William Jordan | Sub | Robert Troxel |
| Bus #8 | Julio Centeno | Sub | Cory Yost |
| Bus #9 | Donna Aulenbach | Sub | Jeffrey Dohl |
| Bus #10 | Mary Jo Hafer | Sub | David Heim |
| Van #12 | Virginia Lotz | Sub | Karl Koenig |
| Van #14 | Driver to be named | | |
| Bus #20 | James Hicks | | |

9. Approve transportation schedules for 2011-12.
Background information: The complete list of transportation schedules is available from the Director of Business Affairs.

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10. Approve Thomas R. Szabo as Interim WHEC Principal effective August 29, 2011 at a rate of \$400 per day.
11. Approve _____ for the WHEC HVAC Project.
12. Amend 2011-12 Budget to reflect additional state monies in the amount of \$ _____.
13. Award insurance contracts for 2011-12 to Ohio Casualty, Inc. for a total amount of \$123,739. *Background information: Through the quotation process, Ohio Casualty, Inc. has been selected for the District's Property, Liability, Auto, Boiler, Errors & Omissions, Umbrella, Data Breach and Workman's Compensation insurance for 2011-12.*
14. Approve service agreement with Keppley Behavioral Consulting for 2011-12 at a rate of \$75 per hour for up to 28 hours per month for 11 months. *Background information: The rate is unchanged from last year.*
15. Accept letter of approval from PDE for PlanCon Part G, Project Accounting Based on Bids, for the West Reading Elementary Center. *Background information: Per PDE, this information must be entered into the School Board minutes.*
16. Approve contract with Wilson School District – Extended School Year Services effective June 28, 2011 through August 4, 2011 for a total of \$2,000 for one secondary student ID #203768.

C. Personnel and Policy

MOTION

It is recommended that the Board of School Directors approve Personnel and Policy items 1-4:

1. APPOINTMENTS/TRANSFERS

a. Administrative Staff

- 1) **Corbin Stoltzfus**, Assistant Principal/Athletic Director at the Jr./Sr. High School, effective August 15, 2011 at a pro-rated annual salary of \$90,000 pending receipt of necessary documentation.

Background Information: Mr. Stoltzfus graduated from Kutztown University in 1992 with a B.S. in Social Studies and his Instructional I teaching certification in Social Studies. He received his Instructional II teaching certification in 1995. Mr. Stoltzfus pursued continuing education and received his Master of Education in Curriculum and Instruction in 2007 from Pennsylvania State University. In 2009, he received his Principal Certification K-12 from Cabrini College. Mr. Stoltzfus has been a Social Studies Educator at Owen J. Roberts Middle School and performed his Principal Internship at Owen J. Roberts Middle

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School. He is currently the President and a Board Member of the Norchester Youth Athletic Association. This position replaces the positions of Assistant Principal and Athletic Director.

b. Professional Staff

- 1) **George Peter Beck**, Gifted Teacher for the Jr./Sr. High School, effective August 8, 2011, at an annual salary to be determined by the new contract, but based on B+15-Step 6 (\$49,820 according to the 2010-2011 salary matrix) effective for the 2011-2012 school year, pending receipt of necessary documentation.
Background Information: Mr. Beck graduated from Albright College with a B.A. in Political Science/Pre Law. He received his Elementary Education Certificate (K-6) in 2009. He has been working as a 6th grade Gifted Education Teacher from 2005 to present at the Manheim Township Middle School. Mr. Beck has been working as a co-curricular advisor in numerous areas of band and drama for Wyomissing Area School District from 2005 to present.
- 2) **Patricia Kane**, Gifted Teacher for the WHEC, effective August 8, 2011, at an annual salary to be determined by the new contract, but based on M-Step 9 (\$57,320 according to the 2010-2011 salary matrix) effective for the 2011-2012 school year, pending receipt of necessary documentation.
Background Information: Ms. Kane obtained a B.A. in Elementary Education and Master of Education degrees from Pennsylvania State University. She is continuing her graduate studies through the University of North Texas and Millersville University. Ms. Kane has worked for various school districts in varied capacities in gifted programs and has most recently been employed by Reading School District as the Gifted Department Chair. She is replacing Tammy Lobaugh who has retired.
- 3) **Shauna Easteadt**, .5 RTI Teacher at the WREC at a salary to be determined by the new contract, but based on B-Step 1 (\$20,360 according to the 2010-2011 salary matrix) effective for the 2011-2012 school year.
Background Information: Ms. Easteadt received her B.A./B.A.S. in Elementary Education/Biology from Rider University. She received her M.S. in Techology from Walden University. Ms. Easteadt was a 5th Grade Teacher in New Jersey and has also provided private tutoring. She has operated the Summer Safari program for Wyomissing Area School District. Additionally, she was an RtI Long Term Substitute for the 2010-2011 school season.

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- 4) **Lee Marie Gallagher**, Learning Support Teacher for the Jr./Sr. High School, effective August 8, 2011, at an annual salary to be determined by the new contract, but based on M-Step 1 (\$43,520 according to the 2010-2011 salary matrix), effective the 2011-2012 school year, pending receipt of necessary documentation. *Background Information: Ms. Gallagher received her B.A. in Elementary Education/Spanish and continued her education to earn her M.S. in Special Education from Albright College. She is certified in: Elementary K-6, Special Education N-12, Spanish K-12. Ms. Gallagher served as an Itinerant Learning Support Teacher at Donegal Middle School and the Summer of 2011 worked at Muhlenberg Elementary Center as an ESY teacher for Life Skills/Autistic Support. Ms. Gallagher is hired as a replacement for Megan Devaney who resigned.*

- 5) **Nicole Wentzel**, Special Education Teacher for the Jr./Sr. High School, effective August 8, 2011, at an annual salary to be determined by the new contract, but based on B-Step 1 (\$40,720 according to the 2010-2011 salary matrix), effective for the 2011-2012 school year, pending receipt of necessary documentation. *Background Information: Ms. Wentzel received her Bachelor of Special Education/Certification in Special Education from Millersville University. She has served as a Substitute Teacher in Schuylkill Valley and Exeter Township School Districts. Ms. Wentzel was a teacher in our 2011 ESY program. She is replacing Rachel Unger who resigned.*

- 6) **Emily Duh**, Long Term Substitute English Teacher at the Jr./Sr. High School effective on or about November 23, 2011 through the end of the 2011-2012 school year, at a pro-rated salary to be determined by the new contract but based on B-Step 1 (pro-rated \$40,720 according to the 2010-2011 salary matrix), pending receipt of necessary documentation. *Background Information: Ms. Duh received her B.A. in English from Wittenberg University. She continued her education at West Chester University where she received her Masters of English with concentrations in writing/teaching. Ms. Duh earned her teaching certification from West Chester University and substituted at Saucon Valley High School and most recently fulfilled a Long Term Substitute position at Boyertown Junior High West Center. Ms. Duh will be substituting for Lindsay Rada during her leave.*

- 7) **Caitlin Frazer**, Long Term Substitute English Teacher at the Jr./Sr. High School effective on or about October 6, 2011 through the end of the 2011-2012 school year, at a pro-rated salary to be determined by the new contract, but based on B-Step 1 (pro-rated \$40,720 according to the 2010-2011 salary matrix), pending receipt of necessary documentation.

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Background Information: Ms. Frazer received her B.S. in Secondary Education, English/Communications from Pennsylvania State University. She taught College Preparatory English classes for Grade 11 and 12 as part of her Professional Development School Internship. Ms. Frazer will be substituting for Mariel Jordan during her leave.

- 8) **Brittany Robinson**, Long Term Substitute First Grade Teacher for the WHEC, effective on or about October 14, 2011 through the end of the 2011-2012 school year, at a salary to be determined by the new contract, but based on B-Step 1 (pro-rated \$40,720 according to the 2010-2011 salary matrix), pending receipt of necessary documentation.

Background Information: Ms. Robinson has her B.S. in Elementary and Kindergarten Education and a Minor in Human Development and Family Studies/Spanish Concentration from Pennsylvania State University. She was hired at Wyomissing Area School District as a Long Term Substitute for the 2010-2011 school season. Ms. Robinson will be substituting for Kendall Babiarz during her leave.

- 9) **Jennifer Texter**, Long Term Substitute Itinerant Autistic Support Teacher for the WHEC, effective August 8, 2011, at an annual salary to be determined by the new contract, but based on B-Step 1 (\$40,720 according to the 2010-2011 salary matrix), effective for the 2011-2012 school year, pending receipt of necessary documentation.

Background Information: Ms. Texter received her B.S. in Elementary/Special Education from Eastern University. She received her teaching certification in Elementary K-6, Early Childhood N-4 and Special Education. She was a Long Term Substitute as a Special Education Teacher at Perkiomen Valley School District for the 2010-2011 school season. Ms. Texter will be substituting for Rachel Sofia during her leave.

- 10) **Cayla Printz**, Emotional Support Teacher at the Jr./Sr. High School, effective August 16, 2011 at an annual salary to be determined by the new contract, but based on B-Step 1 (\$40,720 according to the 2010-2011 salary matrix), effective for the 2011-2012 school year, pending receipt of necessary documentation.

Background Information: Ms. Printz received her B.S. of Education from Kutztown University with a major in Special Education N-12/Elementary Education K-6 and concentration in Mentally/Physically Handicapped. She will be replacing Tony Alvarez for this school year.

- 11) **Cynthia Watras**, Autistic Learning Support Teacher at the Jr./Sr. High School effective August 16, 2011 at an annual salary to be determined by the new contract, but based on B-Step 1 (\$40,720

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according to the 2010-2011 salary matrix), effective for the 2011-2012 school year, pending receipt of necessary documentation.

Background Information: Ms. Watras received her B.S. in Education with a major in Elementary/Special Education from the University of Delaware. Her past experience includes working as an Instructional Assistance in both Emotional Support Classrooms and Autistic Support Programs. Ms. Watras will replace Michelle Geist who has resigned.

c. Confidential Support Staff

- 1) **Andrew Hoover**, Information Technology Support Specialist, for the School District, effective August 1, 2011, at a pro-rated annual salary of \$34,000.

Background Information: This new position was approved by the Board on June 13, 2011.

- 2) **Christopher Talley**, Assistive Technologist/Technology Integration Specialist for the School District, at a per diem rate of \$191.57 for training attended on August 8, 2011 and August 9, 2011 with a pro-rated salary of \$50,000 effective August 15, 2011, pending receipt of necessary documentation.

Background Information: The position guide for this new position was approved by the Board on June 13, 2011. His salary will be paid through Medical Access funds.

d. Athletic Staff

- 1) **Jennifer Kauffman, Jr.** High School Head Cheerleading Coach for the 2011-2012 school year, at a stipend of \$_____, pending receipt of necessary documentation.
- 2) **Steven Morganti, Sr.** High School Girls Volleyball Assistant Coach for the 2011-2012 school year, at a stipend of \$_____, pending receipt of necessary documentation.
- 3) **Kelly Ferrandino**, Girls Varsity Field Hockey Head Coach for the 2011-2012 school year, at a stipend of \$_____, pending confirmation of necessary documentation.
- 4) **Brittany Robinson**, Girls Varsity Field Hockey Assistant Coach for the 2011-2012 school year, at a stipend of \$_____, pending confirmation of necessary documentation.

e. Supplemental Staff

- 1) **Phillip Hornberger**, to assist with athletic scheduling at a rate of \$32/hour, 3 hours/day not to exceed 15 hours/week beginning August 8, 2011 and ending on or about September 30, 2011.
Background Information: The elimination of the Athletic Director necessitated additional assistance in scheduling the 2011-2012 athletics to ensure continuance of the sports program.

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- 2) **Michelle Hetrich**, Summer Academy Coordinator, at a stipend of \$2,000.

Background Information: The Summer Academy Coordinator stipend was not previously approved.

2. RESIGNATIONS/TERMINATIONS

a. Professional Staff

- 1) **Rachel Unger**, Special Education Teacher at the Jr./Sr. High School, resignation, effective July 14, 2011.
- 2) **Kevin J. Maier**, Speech and Language Pathologist at the Jr./Sr. High School and West Reading Elementary Center, resigned, effective date to be determined but may be held up to 60 days.
- 3) **Leigh Baran**, Speech and Language Pathologist at the WHEC, resigned, effective date to be determined but may be held up to 60 days.
- 4) **Brittany Reber**, Transition Coordinator at the Jr. /Sr. High School, resigned, effective date to be determined but may be held up to 60 days.
- 5) **Michelle Geist**, Autistic Support Teacher at the Jr./Sr. High School, resigned, effective date to be determined but may be held up to 60 days.
- 6) **Rebecca Walker**, Extended School Year Teacher at the Jr./Sr. High School, termination effective June 28, 2011.
Background Information: Ms. Walker was approved at the June 27, 2011 Board meeting but did not work for the District.

b. Confidential Support Staff

- 1) **Deborah Mould**, Benefits Coordinator, resignation, effective August 18, 2011.

c. Support Staff

- 1) **Mary Thacker-Young**, Instructional Aide, resignation, effective August 12, 2011.

3. ADDITIONAL HOURS/CHANGE IN HOURLY RATE

a. Support Staff

- 1) **Dominic Pezzino**, part-time Van Driver for _____ hours at his Board approved hourly rate, effective _____ to _____ for transporting students attending the summer programs.
- 2) **Diana Swavely**, change in hourly rate from \$11.64/hr. to \$13/hr. to work as an aide and nurse for the Extended School Year Program, effective June 27, 2011 to July 28, 2011.
- 3) **Janice Duquette**, change from \$15.92/hr. to \$17.38/hr. to provide temporary coverage for the retirement vacancy of the Secretary to the Jr./Sr. High Principal position effective July 5, 2011 to a date to be determined.

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4. POLICIES

First Reading of the following policies:

- 008 Organization Chart
- 221 Dress and Grooming
- 805 Emergency Preparedness
- 909 Municipal Government Relations

The following Personnel items are for discussion:

5. LEAVES

a. Administrative

- 1) **Corinne D. Mason**, Director of Business Affairs, FMLA leave effective June 21, 2011 to July 25, 2011.

b. Support Staff

- 1) **Joseph Ayala**, full-time Custodian at the WREC, FMLA leave effective July 26-29, 2011
- 2) **Lauren Yelinek**, full-time Special Education Instructional Aide, unpaid leave November 14-18, 2011.

6. SUPPORT TEACHERS

7. CO-CURRICULAR ADVISORS

8. ADDITIONS/DELETIONS TO THE DISTRICT SUBSTITUTE LIST

- X. **Old Business – Mrs. Davis**
- XI. **New Business – Mrs. Davis**
- XII. **Hearing from the WAEA**
- XIII. **Hearing from AFSCME**
- XIV. **Hearing from WAEF**
- XV. **Adjournment – Mrs. Davis**