

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

Monday, February 28, 2011 – 7:00 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

- Personnel/Policy Committee Meeting – Tuesday, March 1, 2011, 5:00 p.m.
- Finance/Facilities Committee Meeting – Monday, March 7, 2011, 11:30 a.m.
- Technology Committee Meeting for March 7, 2011 is canceled.
- Curriculum Committee Meeting – Monday, March 7, 2011, 4:30 p.m.
- School Board Meeting with Committee Reports – Monday, March 14, 2011, 6:00 p.m.
- Economic Development Committee Meeting – Wednesday, March 16, 2011, 7:00 p.m.
- School Board Meeting – Monday, March 28, 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. Public Comment – Mrs. Davis

Speakers are requested to identify themselves by name and address.

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VII. Routine Approvals – Mrs. Davis

MOTION

- A. It is recommended that the Board of School Directors approve the following minutes:
- January 10, 2011 Business Meeting with Committee Reports
 - January 24, 2011 Regular Business Meeting

MOTION

- B. It is recommended that the Board of School Directors accept the Treasurer's Report.

MOTION

- C. It is recommended that the Board of School Directors approve payment of bills for the month of January 2011, as listed in the financial packet.
- 1) General Fund Accounting Check Summary
 - 2) Athletic Fund Accounting Check Summary
 - 3) Food Service Accounting Check Summary
 - 4) Student Activity Accounting Check Summary
 - 5) Capital Project Fund Accounting Check Summary

VIII. Superintendent's Report – Mr. Krem

A. Curriculum and Technology – no items

MOTION

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

1. Approve Overnight Field Trip Request – Mathcounts State Competition, March 18-19, 2011, Harrisburg, PA.

B. Finance and Facilities

MOTION

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

1. Approve Budget Transfers in the amount of \$29,333.
2. Approve Berks County Joint Purchasing agreement.
Background information: This agreement allows the Berks County Joint Purchasing Board to represent the District in the bidding process for joint purchases that it makes. It has been recommended by the Berks County Intermediate Unit's council that this agreement be approved annually by the District.
3. Approve submission of PlanCon Part H, Project Financing, and PlanCon Part K, Project Refinancing, to PDE for the West Reading Elementary Center.

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4. Accept Permanent Easement Agreement with Richard and Marcy Wilkes.
Background information: The permanent easement allows the District to use a portion of the Wilkes' property to store dumpsters for the West Reading Elementary Center.
5. Authorize the Execution of a Stipulation to Amend Caption and Substitute Party.
Background information: The District's name appears on a tax assessment appeal when in fact the property is in the Wilson School District. The property ID# is 96-4397-15-64-4566 and is located at 1741 Paper Mill Road.
6. Authorize the administration to accept Request for Proposals for District-wide Optimized Print Services Program.
7. Authorize the administration to accept Request for Proposals for Solicitor Services for the 2011-2012 fiscal year.
8. Approve high school senior, ID #200594 to complete senior year per Policy 202 upon payment of a pro-rata share of educational costs.
9. Ratify the award of construction contracts for the renovations and additions to the West Reading Elementary Center per Resolution 02-28-11-01 (see attached).

C. Personnel and Policy

MOTION

It is recommended that the Board of School Directors approve the following Personnel and Policy items.

1. POSITION GUIDES

a. Administrative

- 1) IEP Facilitator – clarification that this is a ten-month position.

b. Confidential Support Staff

- 1) Coordinator of Child Accounting & Central Registration (formerly Coordinator of Transportation/Child Accounting), effective July 1, 2010.
- 2) Business Office Secretary (formerly Business Office Secretary, Transportation), effective July 1, 2010.
- 3) Administrative Assistant to the Superintendent

2. RETIREMENTS/RESIGNATIONS/TERMINATIONS

a. Support Staff

- 1) **Judy A. Simmons**, part-time Food Service Worker at the JSHS and part-time Crossing Guard at WREC, retirement, effective February 1, 2011.

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3. LEAVES

a. Administrative Staff

- 1) **Kathleen Garman**, Director of Human Resources, a FMLA leave effective February 17-21, 2011.

b. Professional Staff

- 1) **Andrea J. Bensusan**, Elementary Teacher at WREC, a FMLA leave effective February 7 - March 4, 2011.
- 2) **Erika B. Homan**, Elementary Teacher at WREC, a FMLA/Child Rearing Leave effective on or about March 7, 2011, through the end of the 2010-11 school year.

c. Support Staff

- 1) **Wendy Brent**, part-time Food Service Worker at the JSHS, unpaid leave February 28-April 8, 2011.
- 2) **Teresita Gallegos-Rosa**, part-time Teacher's Instructional Aide at WHEC, an unpaid leave February 3-7, 2011.
- 3) **Mary Lieberman**, full-time Special Education Instructional Aide at WREC, unpaid leave March 21-25, 2011.
- 4) **Patricia Magrann**, part-time Special Education Instructional Aide at WHEC, unpaid leave April 7-12, 2011.
- 5) **Holly A. Miller**, full-time Special Education Instructional Aide at WHEC, an unpaid leave March 7-10, 2011.
- 6) **John Thomas**, full-time In-School Suspension Monitor and Pupil Services Liason, FMLA leave effective February 14, 2011, until a date to be determined.
- 7) **Claudia Walters**, change in FMLA date from February 10, 2010 for approximately two weeks to February 10, 2011 for approximately two weeks.
Background Information: Mrs. Walters' leave was approved at the January 24, 2011 School Board meeting with an incorrect year.
- 8) **Linda Wynne**, part-time Special Education Instructional Aide at WHEC, unpaid leave February 18-22, 2011.

4. TEACHER EXCHANGE PROGRAM

- a. **Michael Miller**, Secondary Art Teacher at the JSHS, participation in the 2011 Japan-U.S. Teacher Exchange Program for Education for Sustainable Development (ESD), May 1-4, 2011 in San Francisco and June 21-July 5, 2011 in Japan.

Background Information: The program is jointly funded by the Government of Japan, through the Ministry of Education, Culture, Sports, Science and Technology and the United States Government, through the Department of State. The mission of this program is to raise awareness of ESD-oriented school programs, enhance ESD-related curricula in both countries and deepen a sense of global interconnectedness and cooperation between teachers in Japan and the United States.

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5. APPOINTMENTS/TRANSFERS/EFFECTIVE DATE

a. Administrative Staff

- 1) **Erin Petrick Schwenk**, IEP Facilitator, effective March 14, 2011.

Background Information: Ms. Schwenk's appointment with a date to be determined was approved at the January 10, 2011, School Board meeting.

- 2) **Tony Alvarez**, Special Education Teacher at the JSHS, to perform duties of teacher on assignment as Interim Dean of Students with no change in base professional salary or benefits, with a stipend of \$6,000, effective March 9, 2011, until on or about June 30, 2011, or when the student scheduling duties are finalized.

b. Confidential Support Staff

- 1) **Barbara Troxel** change in title from Coordinator of Transportation/Child Accounting to Coordinator of Child Accounting & Central Registration, with no change in hours worked or hourly rate, effective July 1, 2010. This is a change in position classification from non-union Support Staff to Confidential Staff.
- 2) **Charmaine Beck**, change in title from Business Office Secretary, Transportation to Business Office Secretary with no change in hours worked or hourly rate, effective July 1, 2010. This is a change in position classification from non-union Support Staff to Confidential Staff.

c. Support Staff

- 1) **Melissa Rogers**, part-time Crossing Guard at WREC, \$12.39/hr., effective March 1, 2011.

Background Information: Ms. Rogers is replacing Judy Simmons.

- 2) **Diane L. Helm**, part-time Food Service Worker at the JSHS, 4.25 hrs./day, \$9.61/hr., effective March 1, 2011.

Background Information: Ms. Helm has been a substitute food service worker for the district and is replacing Judy Simmons.

d. Supplemental Staff

- 1) **Felicia M. Kaas**, Psychology Intern for the 2011-12 school year, with a stipend of \$8,000 effective August 24, 2011, pending receipt of necessary documentation.
- 2) **Melissa Gilroy**, Psychology Intern for the 2011-12 school year, with a stipend of \$8,000, effective August 24, 2011, pending receipt of necessary documentation.

Spring Athletics:

- 3) **John Nickey, Jr.** High Boys' Baseball Head Coach, 26 points, \$2,197, effective the 2010-11 school year, pending receipt of necessary documentation.
- 4) **Michael Matz, Jr.** High 2nd Assistant Boys' & Girls' Track Coach, 16.25 points, \$1,373, effective the 2010-11 school year.

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Fall Athletics:

- 5) **Jameson Beates**, Varsity Boys' Soccer Head Coach, 51 points, at an amount to be determined when the value per point for the 2011-12 school year is approved and effective.

e. Support Teachers

<u>Support Teacher</u>	<u>Inductee</u>	<u>Assignment</u>	<u>Stipend</u>
Nancy Chaiko	Brittany Robinson	LTS Elem.	\$250-second semester
Mary Reinert	Christine Mohler	Life Skills Tchr.	\$250

6. CONFIDENTIAL SUPPORT STAFF HANDBOOK – revisions as indicated on attached handbook.
7. ADDITIONAL HOURS
- a. Supplemental Staff
- 1) **Susan E. Derr**, a stipend in the amount of \$500.00 for assisting with the Jr. High production of *Charlotte's Web*.
Background Information: Mrs. Derr is donating funds from this stipend to the drama club.
- 2) **G. Peter Beck**, a stipend in the amount of \$500.00 for assisting with the Jr. High production of *Charlotte's Web*.
Background Information: Mr. Beck is donating funds from this stipend to the drama club.
8. POLICIES
- Second reading of the following policies:
- 103 – Nondiscrimination in School and Classroom Practices
 - 227 – Controlled Substances/Paraphernalia
 - 247 – Hazing
 - 248 – Unlawful Harassment
 - 825 – State Mandate Waivers
9. ADDITIONS/DELETIONS TO THE DISTRICT SUBSTITUTE LIST
10. ADDITIONS TO THE DISTRICT VOLUNTEER LIST

IX. **Old Business – Mrs. Davis**

X. **New Business – Mrs. Davis**

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XI. Right to Know Requests – Mrs. Davis

Right-to-Know					
Cost Analysis					
01/1/11 – 01/31/11					
Date	Requested by	Description of Request	Personnel	Time	Cost
1/3/2011	Signature Info. Solutions	(1) Tax Certification	C. Beck	0.25	\$3.59
			S. Fick	0.25	\$4.64
1/4/2011	Signature Info. Solutions	(1) Tax Certification	C. Beck	0.25	\$3.59
			S. Fick	0.25	\$4.64
1/6/2011	Signature Info. Solutions	(1) Tax Certification	C. Beck	0.25	\$3.59
			S. Fick	0.25	\$4.64
1/20/2011	Signature Info. Solutions	(1) Tax Certification	C. Beck	0.50	\$7.19
1/21/2011	Signature Info. Solutions	(1) Tax Certification	C. Beck	0.50	\$7.19
1/25/2011	Signature Info. Solutions	(1) Tax Certification	C. Beck	0.50	\$7.19
					\$46.27

XII. Hearing from the WAEA

XIII. Hearing from AFSCME

XIV. Hearing from WAEF

XV. Adjournment – Mrs. Davis