

**WYOMISSING AREA SCHOOL DISTRICT**  
**School Board Work Session Minutes**  
**February 19, 2008**

The Wyomissing Area School District Board of School Directors' work session convened at 6:00 p.m. with President Snyder presiding.

PLEDGE OF  
ALLEGIANCE

OATH ADMINISTERED

Following the pledge, Judge Lieberman administered the oath of office to Kurt Althouse, Esq., who filled the vacancy created by the resignation of Mr. David M. Deem in January 2008. Copies of the signed oath is included as part of these official minutes.

The secretary called the roll of Board members.

President Snyder welcomed everyone and announced the February board meeting dates.

Board Members Present: Mrs. Barnett, Mr. Althouse, Mr. Fitzgerald, Mr. Hinsey, Mrs. McCready, Mr. Larkin (arr. 6:50 p.m.), Mrs. Sakmann, Mr. Portner, and Mr. Snyder.

Administrators Present: Dr. Speace, Dr. Pulkowski, Ms. Garman, Mr. Ashton, Mrs. Mason, Mrs. Motze, Dr. Moyer, Mr. Roberts, Mrs. Simyak, Mrs. Steele, Mrs. Whye, and Dr. Larson.

Others Present: Diane Schaeffer, recording secretary and Attorney Brian Boland (arrived 7:15 p.m.). List of audience included as part of these official minutes.

There were no comments from the public on the agenda items.

Principal Whye introduced Dawn Hart who is currently a principal intern and teaches a 5<sup>th</sup> and 6<sup>th</sup> grade autistic support class at West Reading. Mrs. Hart's brief presentation highlighted professional learning opportunities including curriculum mapping, "best practice," response to intervention, and data analysis.

Dr. Larson thanked Dawn for the information and complimented Mrs. Whye on the wonderful job she is doing to pull together initiatives and staff creating fantastic accomplishments.

President Snyder noted the Board received an addendum to the agenda with two personnel items – new position guides for Director, Technology Services and Curriculum Integration and Technology Services Coordinator and also and an item adding dental and vision benefits for part-time employees and substitutes.

Board Liaison Reports –

Mr. Hinsey reported that the BCIU budget will be voted on next Thursday, and there will be a slight increase to all districts.

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Changes to the list of liaisons were announced as follows:

Mr. Larkin will replace Mrs. Barnett as Curriculum Liaison, and Mr. Althouse will serve as a facilities liaison.

Dr. Larson announced the Wyomissing Area Education Foundation is planning a signature event on April 14, 2008. Dr. Pulkowski provided additional details. The keynote speakers are Wyomissing Area High School graduates who now work for Google and Comcast. Vendors will be present, demonstrations performed and door prizes awarded. Board members were encouraged to attend.

**Personnel –**

Dr. Larson introduced Ms. Garman who reviewed the Personnel Report and the addendum items. Ms. Garman explained the changes in the position guides for the Technology Director and the Technology Coordinator. The Board discussed the position guides, and Dr. Larson explained the qualifications they would be looking for in the candidates, both experience in technology and a background in curriculum and teaching. Mr. Fitzgerald questioned if a salary was determined. Dr. Larson indicated the salary would be established but not advertised.

Mr. Fitzgerald indicated he would like to be involved in the hiring process.

Upon motion by Mrs. McCready, second by Mr. Hinsey, the Board approved the new position guides for Director, Technology Services and Curriculum Integration and Technology Services Coordinator, and also the addition of dental and vision benefits for part-time employees and substitutes.

Yeas: Barnett, Althouse, Fitzgerald, Hinsey, McCready, Sakmann, Portner, and Snyder.

Nays: None. Motion carried.

**Curriculum –**

Dr. Pulkowski reviewed the curriculum report items. She reported that an update would be provided at the next Board meeting on the plans to restore integrity to the present K-12 collection of library materials. She reported that the other agenda items include the revisions to the current 8<sup>th</sup> grade family & consumer science curriculum and the proposed Act 80 days for the next school year.

Mr. Fitzgerald stated that in May the Board is presented with a list of teachers who have achieved tenure and questioned what is being done at this point in relation to evaluations of teachers.

Dr. Pulkowski explained the three-year evaluation process. Dr. Larson stated they are working with the building principals in being clear about what constitutes a good teacher and identifying competencies teachers must have. Dr. Pulkowski noted that she would provide additional information on staff evaluations.

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**Finance –**

Mrs. Mason reviewed the finance agenda items. Mr. Snyder requested that the dollar amount of the settlement agreement be shared with the Board prior to action being taken next week. Dr. Larson indicated she would provide the requested information after speaking with Dr. Zerr.

After a brief explanation by Mrs. Mason, a motion was made by Mrs. Barnett and seconded by Mrs. McCready to approve the Parameters Resolution as presented to refinance the series 2003 and 2003A bonds.

Yeas: Barnett, Althouse, Fitzgerald, Larkin, Hinsey, McCready, Sakmann, Portner, and Snyder.

Nays: None. Motion carried.

**Facilities –** There were no facilities items on the agenda. Mrs. McCready presented her recommendation on the use of the \$480,000 donation received by the district to be used for capital projects. Based on a field study performed last year, Mrs. McCready proposed using the money towards the renovations of the “A” field as a synthetic surface. She stated that her intention is to contact some of the individuals that served on the committee to assist in making and gathering contributions.

Mr. Snyder agreed that the next step would be to put a team together. The Board agreed an item should be placed on the next agenda to authorize a capital campaign for the proposed project.

**School Activities & Athletics –** No agenda items.

**Technology –** No agenda items.

**Superintendent’s Office –**

Dr. Larson asked Mr. Ashton to provide a report on the results of the recent diversity study. Mr. Ashton explained that 7<sup>th</sup> & 11<sup>th</sup> grade students completed an anonymous survey to gather student opinions and perceptions.

Mr. Boland arrived at 7:15 p.m.

Dr. Larson asked Mr. Scott Helm to provide the group with information on how the lacrosse club would fulfill and comply with procedures. Dr. Larson noted that they would continue to review with the athletic director and discuss the proposal with the finance liaison as the budget is being prepared.

The proposed hiring resolution authorizing the Superintendent to offer employment contracts prior to the adoption of the budget but no sooner than March 3 and during the summer months was discussed at length. It was agreed that the item would not appear on the agenda for approval.

Dr. Larson distributed a facilities priority list to the Board members and noted the list did not include fields.

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Dr. Larson presented a request made by a graduate student living in the district, to survey the parents of the children diagnosed on the autism spectrum and attending classes in Wyomissing Area. It was agreed that the district would contact the parents to determine if they had interest in completing the anonymous survey, and if so, the survey would be handled by the Special Education Department.

A motion was made by Mrs. Barnett, and seconded by Mr. Portner, to approve Policy 246 – Student Wellness for a first reading. It was noted that the minor change is necessary to be in compliance with federal guidelines.

Yeas: 9.

Nays: 0. Motion carried.

**New Business** – None.

**Old Business** – None.

**Public Participation** –

Mr. William Murray commented that the hiring resolution discussed had been approved in the past but the proper way to handle it is to change the policy so it meets the needs.

Mr. Snyder noted that a brief executive session would be held after a 5-minute break.

Upon motion by Mr. Larkin, seconded by Mrs. McCready, the meeting adjourned at 7:57 p.m.

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Corinne D. Mason  
School Board Secretary

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**PERSONNEL REPORT**

- I. Approve Support Staff Retirement – **Cheryl D. Lotz**, full-time Food Service Worker at the JSHS, retirement, effective June 30, 2008.
- II. Ratify Support Teacher and Change of Support Teacher for new Professional Staff:
- | <u>Support Teacher</u>          | <u>Inductee</u> | <u>Assignment</u>    | <u>Stipend</u> |
|---------------------------------|-----------------|----------------------|----------------|
| <b>Andrew Hoffert/Kim Lally</b> | Brianna Angove  | Learning Sup. Tchr.  | \$ tbd         |
| <b>Tracey Miller</b>            | Jody Metrick    | Speech & Lang. Path. | \$ tbd         |
- (Josephine Brunner was approved by the Board as a support teacher for Jody Metrick on August 20, 2007. Ms. Brunner's last day of employment with the district will be March 14, 2008.*
- III. Approve FMLA:
- a. **Jean Hentz**, Staff Accountant, a family and medical leave of absence effective on or about March 15, 2008, until May 19, 2008.
  - b. **Mary Hollinger**, School Nurse at WHEC, a family medical leave of absence effective February 1, 4, and 5, 2008.
  - c. **Linda Lamp**, part-time Food Service Worker at the JSHS, a family medical leave of absence effective March 10, 2008 until approximately March 5, 2008.
  - d. **Jane Ney**, Learning Support Teacher at WREC, family and medical leave of absence effective February 21, 2008, through the end of the 2007-08 school year.
- IV. Ratify Support Staff Unpaid Leave Requests:
- a. **Teresita Gallegos-Rosa**, part-time Teacher's Instructional Aide at WHEC, unpaid leave February 19-22, 2008.
  - b. **Linda Long**, part-time Teacher's Instructional Aide at WHEC, unpaid leave January 28, 29, 30, 2008.
  - c. **Krista Mazur**, full-time Teacher's Instructional Aide at WHEC, unpaid leave January 24 – February 6, 2008.
- V. Approve Curriculum Writing Payment to **Bethanne Mitchell**, Secondary Teacher at the JSHS, for curriculum writing of 8<sup>th</sup> Grade Family and Consumer Science ( #981), 20 hours at the contracted rate of \$31.00 per hour.

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- VI. Ratify Hours – **Jennifer Pors**, part-time Special Education Instructional Aide at WHEC, 32.5 hours per week, effective January 29, 2008. *Ms. Pors' appointment was approved at the January 28, 2008 Board meeting.*
- VII. Approve Supplemental Athletic Resignations effective the 2007-08 school year:
- a. **Matt Burkhart**, Baseball Varsity 2<sup>nd</sup> Assistant Coach.
  - b. **Dale Derr**, Spring Assistant to the Athletic Director.
  - c. **Steve Gyomber**, Boys' Varsity Tennis Assistant Coach.
  - d. **Bridgette Rothermel**, Softball Varsity 2<sup>nd</sup> Assistant Coach.
- VIII. Approve Supplemental Athletic Appointments effective the 2007-08 school year:
- a. **Daniel Smith**, Boys' Varsity Tennis Assistant Coach, 21.4 points, \$1,723.
  - b. **Robert Wolfrum**, Baseball Varsity 2<sup>nd</sup> Assistant Coach, 25.1 points, \$2,021.
- IX. Approve additions/deletions to substitute list:
- X. Approve additions to district volunteer list.